

ECI Board Activities/Events/Deadlines

FY 16

<i>January</i>	<i>February</i>
<p>Jan 4 – 11:45 Clay CAC -Spencer Clinic – bi-monthly Jan 5 – 12:00 FLAC – bimonthly - Godfather, Sheldon Jan 7– 9:30 ECI LR Board Mtg – Hartley Library Jan 10 – Program payments due Jan 11 – 9:00 CHAPCO – quarterly - Lutheran church - Milford Jan. 15 - Program Quarterly reports due Jan 15 – Mid-year financial report due to state Jan 21 – 8:30 Priority One – YMCA Spirit Lake Jan 21 – 1:00 CPPC - bi-monthly -Cherish C, Milford Oct- Dec Financial Reconciliation with UDMO</p> <p>Board – approve Director evaluation, Hand in Hand present</p>	<p>Feb 4 – 8:30 DCAT Board Mtg – Hartley Library – bi-monthly Feb 4 – 9:30 ECI LR Board Mtg – Hartley Library Feb 4 - 1:00 SEED – Spencer AEA Feb 10 – Program payments due Feb 18 - 8:30 am Priority One – YMCA Spirit Lake</p> <p>Annual ECI LR staff training Programs – send out RFPs</p>
<i>March</i>	<i>April</i>
<p>Mar 1– 12:00 FLAC – bimonthly - Godfather, Sheldon Mar 3 – 12:00 FLAC – bimonthly - Godfather, Sheldon Mar 3 – 9:30 ECI LR Board Mtg – Hartley Library Mar 7 – 11:45 Clay CAC - Spencer Clinic – bi-monthly Mar 10 – Program payments due March 14 – 1-3 pm Program Directors – Hartley Library Budget spending/carryover projections Mar 17 – 8:30 Priority One – YMCA Spirit Lake March 17 – 1:00 CPPC - bi-monthly -Cherish C, Milford</p> <p>Board approve Audit & send to state, Financial Reconciliation with UDMO, Preschool scholarship apps sent out</p>	<p>April 6 –10:00 –state ECI director bi-annual mtg–Des Moines April 7 – 8:30 DCAT Board Mtg – Hartley Library – bi-monthly April 7 – 9:30 ECI LR Board Mtg – Hartley Library April 10 – Program payments due April 11 - 9:00 CHAPCO – quarterly – Luth church - Milford Apr. 15 - Program Quarterly reports due April 21 – 8:30 Priority One – YMCA Spirit Lake</p> <p>Board – start new member process, new year program planning Programs- RFPs due, Request Preschool reports, Jan-March Financial Reconciliation with UDMO</p>
<i>May</i>	<i>June</i>
<p>May 2 – 11:45 Clay CAC – Spencer Clinic – bi-monthly May 3 – 12:00 FLAC – bimonthly - Godfather, Sheldon May 5 – 9:30 ECI LR Board Mtg – Hartley Library May 10 – Program payments due May 19 – 8:30 Priority One – YMCA Spirit Lake May 19 – 1:00 CPPC - bi-monthly -Cherish C, Milford</p> <p>Post nominees for new board members Board – Program planning</p>	<p>Jun 2 – 8:30 DCAT Board Mtg – Hartley Library – bi-monthly June 2 – 9:30 ECI LR Board Mtg – Hartley Library June 2 - 1:00 SEED – Spencer AEA June 10 – Program payments due June 13 – 1-3 pm Program Directors – Hartley Library June 16 – 8:30 am Priority One – YMCA Spirit Lake June 30 – DCEF – Love & Logic grant due</p> <p>Board – Elect Officers & new Board members, Board Evaluation, New Board meeting schedule, approve new budget, staff salaries, insurance renewed, fiscal agent renewal</p>

NEW FISCAL YEAR – calendar starts over	
<i>July</i>	<i>August</i>
ECI LR Board Mtg – No July mtg July 7 – 12:00 FLAC – bimonthly - Godfather, Sheldon July 13 – 11:45 Clay CAC – bi-monthly – Spencer July 13 – 9:00 CHAPCO Mtg - Luth church – Milford- quarterly July 15 - Program Quarterly reports due July 15 – ECI LR Budget without carryover due July 16 – 8:30 am Priority One – YMCA Spirit Lake July 16 – 1:00 CPPC - bi-monthly -Cherish C, Milford Contracts sent out after budget approval April- June Financial Reconciliation with UDMO	August 5 – REDCap report due by Program Directors to state Aug 6 – 8:30 DCAT Board Mtg – Hartley Library – bi-monthly August 6 – 9:30 ECI LR Board Mtg – Hartley Library Aug 6 – 1:00 SEED – Spencer AEA Aug 10 – Program payments due Aug 20 - 8:30 am Priority One – YMCA Spirit Lake Board – Conflict of Interest, Final Budget, Activity calendar, Community Plan Review, New year’s Strategy Plan
<i>September</i>	<i>October</i>
Sept. 1 – End of Year Financial Report due - Final state budget with carryover due Sept 1 – 12:00 FLAC – bimonthly - Godfather, Sheldon Sept 3 - ECI LR Board Mtg Sept 10 – Program payments due Sept 7 – 11:45 Clay CAC – Spencer Clinic – bi-monthly Sept 9 –10:00 –state ECI director bi-annual mtg–Des Moines Sept 14 – 1-3 pm Program Directors – Hartley Library Sept. 15 – FY Annual Report due Sept 17 – 8:30 Priority One – YMCA Spirit Lake Sept 17 – 1:00 CPPC - bi-monthly -Cherish C, Milford Sept 30 – Monitoring schedule due to state Board – approval Annual report, decide legislative tasks, marketing plan, send contract amendments out, KIDS present, Prof Devel Plan for Board and ECI LR staff	Oct 1 – 8:30 DCAT Board Mtg – Hartley Library – bi-monthly Oct 1 – 9:30 ECI LR Board Mtg – Hartley Library Oct 10 – Program payments due Oct 12 – 9:00 CHAPCO – quarterly - Lutheran church - Milford Oct. 15 - Program Quarterly reports due Oct 15 – 8:30 Priority One – YMCA Spirit Lake Board Review of Policies & Procedures, By-Laws, approval for Nov audit costs July- Sept Financial Reconciliation with UDMO
<i>November</i>	<i>December</i>
Nov 2 – 11:45 Clay CAC – Spencer Clinic – bi-monthly Nov 3 – 12:00 FLAC – bimonthly - Godfather, Sheldon Nov 5 – 9:30 ECI LR Board Mtg – Hartley Library Nov 5 - 1:00 SEED – Spencer AEA Nov 10 – Program payments due Nov 19 – 10-2 pm – NW Area ECI Director mtg - Denison Nov 19 – 8:30 Priority One – YMCA Spirit Lake Nov 19 – 1:00 CPPC - bi-monthly -Cherish C, Milford Board audit by Wipfli with UDMO, Best Care present	Dec 3 – 8:30 DCAT Board Mtg – Hartley Library – bi-monthly Dec 3 – 9:30 ECI LR Board Mtg – Hartley Library Dec 10 – Program payments due Dec 14 – 1-3 pm Program Directors – Hartley Library Dec 17 – 8:30 Priority One – YMCA Spirit Lake Board – Director & Program Coordinator Evaluations to SHIP, Start RFP process

Priority One – Community Group for Dickinson County

CPPC – Community Partnership for Protecting Children – Decat – covers our 4 counties

CHAPCO – Child and Parent Council – Prevent Child Abuse group for Dickinson

FLAC – Family Life Awareness Council – Prevent Child Abuse for O’Brien & Osceola

Clay CAC – Citizen Awareness Council – Prevent Child Abuse for Clay County

Program Directors – ECI LR funded program directors

Annual Staff Training – ECI LR funded program staff

SEED – Social, Emotional and Educational Development Group