

# Early Childhood Iowa: Lakes Region Board Minutes

Thursday, December 5, 2013

Hartley Public Library – 91 1<sup>st</sup> Street SE – Hartley, Iowa

**Vision:** *Every child, beginning at birth, will be healthy and successful*

**Mission:** *Early Childhood Iowa: Lakes Region will provide services collaboratively to families and children birth through five years for the purpose of improving the quality of life for families with children.*

## Attending:

### Voting Members Attending

1. Rich Mattison
2. Becky Huss
3. Bill Leupold
4. Paula Miller
5. Connie Olhausen
6. Dan Friedrichsen
7. Merlin Sandersfeld
8. Joe Skow
- 9.
- 10.

### Voting Members Absent

- Mary Sloan\*  
Barb Wilkerson

### Others Present (Nonvoting)

- Paulette Karolczak  
Betsy Moritz  
Travis Edwards  
Erin Binneboese  
Shakira Meyer  
Melissa Cunningham

Quorum present. \*Recorded excused absence.

## Call to Order/Adopt Agenda/Comments from the Public:

Chair Rich Mattison called the meeting to order at 9:50 a.m.

- A. Adopt Agenda – Motion by Connie Olhausen to approve the agenda. Second by Merlin Sandersfeld. All ayes. Motion passed.
- B. Comments from the Public – Board members and public attendees introduced themselves. The board welcomed Becky Huss, business representative from Osceola County. There were no comments from the public.

## Approval of Minutes:

Motion by Bill Leupold to approve the minutes of the November 7, 2013 meeting. Second by Dan Friedrichsen. All ayes. Motion passed.

## Treasurer's Report:

The financial report was emailed to Board members prior to the meeting. Travis Edwards reviewed the ECI FY14 financials and expenditures through October 2013. Motion by Dan Friedrichsen to approve the Treasurer's report. Second by Bill Leupold. All ayes. Motion passed.

## Directors Report: Paulette Karolczak, Director and Betsy Moritz, Program Services Coordinator

The reports were emailed to Board members for their review in advance of the meeting. Preschool tuition assistance and obligated expenditures were discussed.

## Old Business:

- A. There was no old business.

## New Business:

- A. Conflict of Interest – Joe Skow was asked to represent the Clay County Board of Supervisors on the Upper Des Moines Opportunity board. The ECI LR board discussed potential conflict of interest. Motion by Dan Friedrichsen that Joe remain on the ECI LR board with abstention on UDMO related votes. Second by Merlin Sandersfeld. Ayes: Dan Friedrichsen, Merlin Sandersfeld, Becky Huss, Connie Olhausen, Bill Leupold, Paula Miller. Abstention: Joe Skow. Not voting: Chair Rich Mattison. Motion passed.
- B. Inclement Weather – Paulette Karolczak reviewed the ECI LR policies and procedures regarding cancelation of board meetings. UDMO and Paula Miller through DHS both have conference call codes which could be utilized if a face to face meeting cannot be held. Betsy Moritz reviewed open meeting requirements and public access in this type of situation.

- C. Director Evaluation – The Board discussed the process of the Director’s performance evaluation. The Administrative Committee will complete the evaluation with board members providing input to the committee as desired.
- D. Community Plan – Betsy Moritz and Paulette Karolczak reviewed Levels of Excellence, community plan, needs assessments, and other activities of the ECI LR Board redesignation process. All materials are due to the state ECI office by December 30, 2014. Connie Olhausen shared positive comments on her observation of Hand in Hand services provided at Hartley Day Care.

**Future Agenda Items:**

- A. Best Care for Better Babies Presentation – January 2014 meeting

**Adjourn:**

Motion to adjourn by Dan Friedrichsen. Second by Merlin Sandersfeld. All ayes. Motion passed. Meeting adjourned at 11:17 a.m.

Respectfully Submitted,  
Betsy Moritz  
Program Services Coordinator

**Please Note: The next board meeting is scheduled for Thursday, January 9, 2014 at 9:30 a.m. at the Hartley Historic House, 101 1<sup>st</sup> Street SE, Hartley, Iowa.**

Board members are encouraged to access the Early Childhood Iowa website at [www.earlychildhoodiowa.org](http://www.earlychildhoodiowa.org) and the local website at [www.ecilakesregion.com](http://www.ecilakesregion.com)