

Early Childhood Iowa: Lakes Region Board Minutes

Thursday, April 3, 2014

Hartley Public Library – 91 1st Street SE – Hartley, Iowa

Vision: *Every child, pre-birth through age 5, will be healthy physically, emotionally, intellectually and spiritually.*

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

Attending:

Voting Members Attending

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

Voting Members Absent

*Connie Olhausen

Others Present (Nonvoting)

Paulette Karolczak
Carol Chicoine
Pam Juber
Shakira Meyer
Linda Daggett
Margaret Dagel
Carly Shaw
Erin Binneboese

Quorum present. *Recorded excused absence.

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

Chair Merlin Sandersfeld called the meeting to order at 9:32 a.m.

- A. Adopt Agenda - Paulette made a request to add Hand in Hand to the agenda to discuss their budget amendment request. Joe approved as amended. Second by Dan Friedrichsen. All Ayes. Motion passed.
- B. Comments from the Public – Board members and public attendees introduced themselves. Erin Binneboese, DCAT, shared flyers for an upcoming Diversity Training. Carly Shaw announced a Parent Partners Conference May 7 & 8.

Approval of Minutes:

Motion by Mary Sloan to approve the minutes of the March 6, 2014 meeting. Second by Dan Friedrichsen. All ayes. Motion passed.

Treasurer's Report:

The financial report was emailed to Board members prior to the meeting. Carol Chicoine reviewed the ECI FY14 financials and expenditures through February 2014. Next month we will see enhancement money gone. Will re-allocate some monies. Motion by Joe Skow to approve the Treasurer's report. Second by Bill Leupold. All ayes. Motion passed.

Directors Report: Paulette Karolczak, Director.

The reports were emailed to Board members for their review in advance of the meeting. There were no further questions.

Old Business:

- A. Hiring Committee update- Hiring committee met, reviewed job description and have advertised. No applicants so far. Suggestion by Mary to get into Workforce Development. Betsy is willing to help train the new person for 10-20 hours. New position will be increased to 20 hours per week.
- B. Letters of Intent- Due from our programs 4/1/14. Reviewed handout.
- C. Board approval of Director Evaluation. Motion to approve by Mary Sloan. Second by Merlin Sandersfeld. All ayes. Motion carried.

New Business:

- A. Policies and Procedures. Updates and changes to the policies and procedures were discussed. Need backup attorney for Mike Houchins. Dan and Merlin will ask their County Attorneys. Changed insurance agencies. Paulette will check about needing additional insurance for meetings at her home. Matt Ohman from SHIP took Jim France's position. Corrected address for Community Bank. Clarified language for Treasurer approving monthly bills. Discussion about being more welcoming regarding comments from the public during meetings. Discussion concerning renewal contracts for 5 years dependent upon state policy changes. Discussion to include Program Service Coordinator under similar requirements as Director for evaluations and professional development expectations. Motion to accept the changes was tabled so Board can review final wording changes. Will take action at the next meeting to approve changes to the Policies and Procedures.
- B. Board Membership renewal process- Reviewed member's terms and those ending. Need to recruit for Faith, Education and Clay County Elected Representatives. Applicants can be from any county, due to Mary and Paula covering all four counties, but need 2 female and 1 male to stay gender balanced. Joe has a female Clay County Elected applicant. Applications found on ecilakesregion.com website under "Board". Committee to review applicants will be Rich, Merlin and Mary.
- C. Hand in Hand- Shakira explained her rationale for their training budget amendment. Board was in favor of plan.
- D. Analyzing Needs Assessment – A new Needs Assessment Summary was handed out. Board Members were encouraged to share the results with their communities to analyze and gather resources and solution ideas. The top 5 concerns were Child Care, Transportation, Mental Health, Respite Care and Parent Education. Next month we need to discuss our priorities.

Future Agenda Items:

- A. Board and Director Professional Development Plans
- B. Inventory review
- C. 3rd quarter report updates
- D. Approve Policies and Procedures

Adjourn:

Motion to adjourn made by Dan Friedrichsen. Second by Bill Leupold. All ayes. Motion passed. Meeting adjourned at 11:02.

Respectfully Submitted,
Paula Miller
ECI LR Board Secretary/Treasurer

The next board meeting is scheduled for Thursday, May 1st, 2014 at 9:30 a.m.
at the Hartley Public Library, 91 1st Street SE, Hartley IA.

Board members are encouraged to access the Early Childhood Iowa website at www.earlychildhoodiowa.org
and the local website at www.ecilakesregion.com