

Early Childhood Iowa: Lakes Region Board Minutes

Thursday May 7th, 2015

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 collaborative 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. Mary Sloan
2. Jan Monahan
3. Dan Friedrichsen
4. Merlin Sandersfeld
5. Linda Swanson
6. Bill Leupold
- 7.
- 8.
- 9.
- 10.

Voting Members Absent Others Present (Nonvoting)

- | | |
|-----------------|--------------------|
| *Angie Mitchell | Paulette Karolczak |
| Neil Wehmas | Carol Chicoine |
| | Scott Schleis |
| | Paige Duncan |
| | Lori Dingel |
| | Linda Daggett |
| | Cindy Warntjes |
| | Jessie Hansen |
| | Holly Giesen |

Quorum present. *Recorded excused absence.

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

Chair Merlin Sandersfeld called the meeting to order at 9:35 a.m.

- A. Adopt Agenda** –Paulette requested to discuss with the board the loss of the Shared Vision grant in relation to our Preschool scholarship. It was approved to add the topic to the agenda. Motioned by Dan Friedrichsen, second by Mary Sloan. All ayes. Motion passed.
- B. Comments from the Public** – Board members and public attendees introduced themselves. Paige reported the Hand in Hand training was a success with 20 providers present. Jessie reported her staff finished the Parents As Teachers training for 0-3 year olds. She also reported the loss of grants for KIDS from Shared Vision and the PCAI grants for both Clay and O'Brien/Osceola.

Approval of Minutes:

Board Members reviewed April 2, 2015 minutes. Bill Leupold made the motion to approve the minutes of the meeting; Second by Jan Monahan. All ayes. Motion passed.

Treasurer's Report:

The financial report was emailed to Board members prior to the meeting.

Carol Chicoine reported to the ECI Board the FY15 financials and expenditures through May 2015. Motion made by Mary Sloan 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.

Paulette discussed in further detail the Child Care Development Block Grant Act (CCDBG). Linda Daggett from Child Care Resource & Referral reviewed some changes that will be made to the CCDBG that will affect CCR&R. Paulette also noted that the 3rd quarter financials had been reconciled with UDMO.

Program Service Coordinator Report: Holly Giesen, Program Service Coordinator.

The reports were emailed to Board members for their review in advance of the meeting.

Nothing new outside of the emailed report was reported.

Motion by Dan Friedrichsen to approve the Director's and Program Service Coordinator reports. Seconded by Linda Swanson. All ayes. Motion passed.

Old Business:

- A. **O'Brien Best Care Insurance-** Paulette stated she asked Russ Beckondorf, ICAPP agent, to call Rick Nordahl, CEO Sanford Sheldon, about the importance of Automobile Liability Insurance for Best Care. He assured Rick that the hospital probably had it under another name. Rick stated he would need to check with Sanford insurance and that he would be in contact with Paulette. Paulette has not heard from him, but did send another email requesting proof of insurance.
- B. **Board Member Vacancies** Received application for Carly Shaw as the Human Services Board Member. Cindy Warntjes mentioned getting in contact with the Kiwanis groups within the counties to see if there would be anyone interested in these vacancies. Carol Chicoine mentioned Travis Edward as a good candidate for a board member. Paulette asked if they could please assist by sending her names or getting in contact with people they would see fit for these vacancies. A male is needed to maintain gender balance.
- A committee was formed to review all applicants for new board members. Linda Swanson, Dan Friedrichsen, Bill Leupold volunteered to be part of this committee.

New Business:

Amended Item - Shared Vision Grant- Paulette informed the board of the results of the grants for the four counties we serve. A \$75,000 grant was lost in Dickinson County. This will result in not being able to provide preschool services for 9 children. The school will be able to provide a ½ day of preschool through SWVP, but a full day would cost a family an additional \$200.00 a month. Many families would be unable to afford this additional cost. Paulette has been informed that ECI Lakes Region would be able to use the preschool scholarship funds to cover the rest of the preschool day. The Board came to a consensus that this will be added as an action item to the agenda for the June meeting.

A. First English Preschool- Preschools have to meet quality standards to participate in the ECI LR Preschool Scholarship program. They can have a year to meet these standards. First English Preschool has been working on their QRS but was unable to meet this requirement. Their Director retired and two new co-directors have begun discussing steps they need to make to meet these requirements with CCR&R. Lori Dingel from CCR&R stated that they appear to be enthusiastic about meeting this goals. Linda Daggett also informed the Board about the process for them to get this requirement. Board discussed expectations needed from First English Preschool to give this additional time to meet standards requirements. Board agreed that a letter of expectation would be sent out to First English Preschool for additional time to meet their requirements. Motion by Dan Friedrichsen and seconded by Linda Swanson. All ayes. Motion passed

B. Program payment for ECI LR training- Paulette Karolczak informed the Board that a program billed for staff time to attend the ECI Annual training. The Board stated that they will stay with the current reimbursement policy, which does not reimburse for time at a training. Motioned was made by Dan Friedrichsen, Seconded by Bill Leupold. All ayes; Motion passed.

C. 3rd quarterly reports – A power point of 3rd quarter performance measures was shown. Hand in Hand explained their new formula for figuring the cost per training and the addition of doing time studies for their staff.

D. Budget Updates

1. **End Year Projections-** Paulette reviewed the End Year Projections that was sent out to the board through email. An amendment will be made for Clay Best Care to receive money from Osceola Best Care. Hand in Hand is under budget in the Early Childhood funds, but will be fine once updated technology bills are paid.

2. **Letter of Intent Budget Requests-** Letters of Intent were received from past funded programs. Both KIDS and Best Care are requesting additional dollars over last year.

E. Request for Renewals/ Contract Committee- A contract committee was formed with Merlin Sandersfeld, Jan Monahan, Angie Mitchell (will be asked) serving on this committee. This committee will Evaluate RFRs and make recommendations for contract wording and report back to the board. The committee will meet once or twice outside of the regular month board meetings.

Future Agenda Items:

- A. Election of new Board Members/ Jan will not return for another 3yr term. Jan's term will end June 30,

2015.

- B. Election of FY16 Officers
- C. Board Member Evaluation - handout
- D. Contract Discussion
- E. Budget Approval

Adjourn:

Motion to adjourn the meeting was made by Jan Monahan. Second by Mary Sloan. All ayes; Motion passed.
Meeting adjourned at 12:05 pm.

Respectfully Submitted,
Holly J. Giesen
ECI LR Program Service Coordinator

The next board meeting is scheduled for Thursday, June 4th, 2015 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