

# Early Childhood Iowa: Lakes Region Board Minutes

**Thursday April 2, 2015**

**Hartley Public Library – 91 1<sup>st</sup> 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. Angie Mitchell
2. Paula Miller
3. Dan Friedrichsen
4. Merlin Sandersfled
5. Linda Swanson
6. Bill Leupold
7. Jan Monahan
- 8.
- 9.
- 10.

### Voting Members Absent Others Present (Nonvoting)

- |              |                    |
|--------------|--------------------|
| *Mary Sloan  | Paulette Karolczak |
| *Neil Wehmas | Carol Chicoine     |
|              | Carly Shaw         |
|              | Paige Duncan       |
|              | Lori Dingel        |
|              | Linda Daggett      |
|              | Kim Larson         |
|              | Erin Binneboese    |
|              | Laurie Rutledge    |
|              | Jessie Hansen      |
|              | Holly Giesen       |

Quorum present. \*Recorded excused absence.

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

Chair Merlin Sandersfled called the meeting to order at 9:30 a.m.

- A. Adopt Agenda** – It was brought to the attention of Paulette Karolczak, ECI LR Director on March 31<sup>st</sup>, 2015 that Sanford Sheldon (Best Care Better Babies) Rick Nordahl, CEO would like to amend their contract. This was discussed to adopt this business to the April 2, 2015 board meeting. Motioned by Dan Friedrichsen to adopt this business to agenda. Second Angie Mitchell. All ayes. Motion passed.
- B. Comments from the Public** – Board members and public attendees introduced themselves.

## **Approval of Minutes:**

Board Members reviewed March 5, 2015 minutes. Jan Monahan made the motion to approve the minutes of the March 5, 2015 meeting; Second by Bill Leopold. 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 March 2015. Motion by Angie Mitchell to approve the Treasurer's report. Second by Dan. All ayes. Motion passed.

## **Directors Report:** Paulette Karolczak, Director.

The reports were emailed to Board members for their review in advance of the meeting. Nothing new outside of the emailed report was reported.

## **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.

## **Old Business:**

- A. Contract Renewal Policy** – Paulette Karolczak reviewed the discussion from the month previous about the length of the renewal year of contracts from 5 yrs. to 3 yrs. Board expressed concerns if there is a change with grants in the 5yrs to 3yrs. Paulette answered all question and concerns. Dan Friedrichsen motioned to continue with the 5yr contracts for the 5 yrs with yearly reviews. Paula Miller seconded the motion.

## **New Business:**

- A. **Elect new Treasurer:** Due to Paula Miller retiring on April 30<sup>th</sup>, 2015 there is need for a new Treasurer/Secretary. There was discussion and explanation of the duties of the Treasurer/Secretary by Carol Chicoine and Paula Miller. Angie Mitchell was nominated; Bill motioned to cease nomination Linda second. All ayes. Motion carried. Angie Mitchell accepted and was elected to be the Secretary/Treasurer.
  - a. Early Childhood Iowa has openings on the board for a Human Services and Business Representative to be filled by July.
- B. **Corporate Banking Resolution:** Carol Chicoine will be taking over Travis position as a Fiscal Agent. She informed the Board Director and Treasurer they needed to sign a Bank Resolution. This will take Travis off banking and add Carol Chicoine. This will give her the rights to obtain and view all financial statements. Linda Swanson motioned and Angie Mitchell seconded to move to the banking resolution be passed. All ayes. Motion carried.
- C. **Insurance Requirements with Sanford Sheldon (Best Care Better Babies).** It was discussed and decided that the Board would like to see if Russ Beckondorf, ICAPP Insurance agent, will visit with Rick Nordahl, CEO Sanford Sheldon to see what his reasoning is to exclude the Automobile Liability Insurance at this time. This is a policy that all other programs carry as stated in their contract with ECI Lakes Region. After the gathering of more information it will be further discussed at May meeting.
- ~~C. **Contract Renewal Policy:** Error - Repeated from Old Business~~
- D. **Request for Renewal/Proposals-** Paulette Karolczak, Director informed the board members of the method of requests and the contract schedule that she had emailed the board members prior to the meeting. Angie motioned for approval of renewal Jan seconded.
  - a. The Board also discussed awarding mini grants with carry over dollars. Board stated that they would be in favor of mini grants. Mini grants would be accepted and awarded to new programs up to \$5,000 contingent with ECI Lakes Region carryover funds. Dan Friedrichsen motioned for approval of offering mini grants; Linda Swanson seconded the motion. All ayes. Motion carried.
- E. **LOE Review –power point.** Due to meeting running over the scheduled time, it was discussed that Paulette and Holly would still show the power point to whomever wanted to stay after the meeting. It was agreed by the board they would stay longer to view this power point. The power point was presented by Paulette Karolczak, Director and Holly Giesen, Program Coordinator of the highlights of the Community Plan to the Board in preparation of the LOE review coming up on April 13th, 2015.
- F. **Farewell to Paula Miller-** Board thanked Paula for all her time and contribution as she served on the ECI Lakes Region Board.

## **Future Agenda Items:**

- A. 3rd Quarter Reports
- B. End of Year Budget Projections
- C. FY16 Board Member changes

## **Adjourn:**

Motion to adjourn the meeting was made by Angie Mitchell Second by Jan Monahan. All ayes; Motion passed. Meeting adjourned at 11:15 am.

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

The next board meeting is scheduled for Thursday, May 7<sup>th</sup>, 2015 at 9:30 a.m.  
at the Hartley Public Library, 91 1<sup>st</sup> Street SE, Hartley IA.

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)