



Cedar/Jones Early Childhood Iowa

Board Meeting

Thursday, January 15th, 2015, 8:30 a.m.

Olin Consolidated School, Olin

Members Present: Kandice Behnke, Dennis Boedeker, Paul Frederiksen, Teri Jo Griebat, Jamie Nelson, Lesley Puffer, Deb Schultz, Jean Sullivan, Steve Williams, and Donna Young.

Members Absent: None.

Others Present: Melissa Tucker, LSI; Julie Orris and Holly Hall, Jones County Agricultural Extension; Dionne Daedlow, Cedar County Extension; and Sherri Hunt, ECI Director.

Introductions were made by all present.

- I. Call Meeting to Order** – Board Chairperson Kandice Behnke called the meeting to order at 8:38 a.m. with quorum achieved with 10 out of 10 members present.
- II. Approval of Meeting Minutes** – Paul Frederiksen made a motion, seconded by Jamie Nelson **to approve the ECI Board meeting minutes from December 18th, 2014 Board Meeting as presented.** All approved. Motion carried.
- III. FY15 Financials** – Dennis Boedeker made a motion, seconded by Jamie Nelson **to accept the FY15 ECI Financials as presented.** All approved. Motion carried.
- IV. Child Care Resource Coordinator Presentation** – Julie Orris from Jones County Agricultural Extension gave a presentation on her role as the Child Care Resource Coordinator and the services her organization provides for child care providers and preschools. She also shared her most recent “Child Care Chatter” which is how she communicates with providers.
- V. Quarterly Program Reports Review** – Sherri reviewed Quarterly Program Reports and Financials for all contracted programs. The review represented data and financials through December 2014 or 6 months of the contract.

Areas of note were LSI Home Visitation lagging in target performance measures for home visits and children and families being served.

Also noted was the I-Smile Program, which has gotten a slow start to providing services because of contract delays. No services have been provided YTD but Sherri has been told by the contractor of plans to meet targets over the next several months.

Dennis Boedeker made a motion, seconded by Paul Frederiksen **to approve the mid-year Quarterly Program and Financial Reports as presented.** All approved. Motion carried.

- VI. 2015 Committees/Program Reviews** – Sherri presented the Board with an updated 2015 Committee roster and a list of Board Members designated to contracted programs. Members will be participating in program reviews, which Sherri will be scheduling during the remainder of January and February. Sherri will also be requesting additional participation on committees. Recommendations were discussed. Dennis Boedeker made a motion, seconded by Paul Frederiksen **to approve the Committee/Reviewers recommendations as presented for 2015.** All approved. Motion carried.
- VII. Levels of Excellence Site Review** – A schedule and agenda have been determined for the February 19th, 2015 State LOE Site Visit. The schedule will include discussions with Board Members, discussions with Community Members, and Contract File reviews. Sherri will send out invitations to community partners for the community meeting.
- VIII. Cedar Community Foundation Grant** – Paul Frederiksen made a motion, seconded by Teri Jo Griebat **to submit a grant application to the Cedar Community Foundation for \$2,700 and a \$675 ECI match to support the Dolly Parton Imagination Library in Cedar County for the upcoming grant year July 2015 through June 2016.** All approved. Motion carried.
- IX. Board Evaluation – Release of Survey** – Sherri reviewed with Board Members *State ECI Tool AA Board of Directors Self-Evaluation*, the *Cedar/Jones ECI Board Members Roles and Responsibilities policy*, and *State ECI Tool GG Statutory Responsibilities of an Early Childhood Iowa Area Board*. Sherri also noted that annually the Board conducts a Self-Evaluation of their functioning and role in the community. Sherri will be providing this survey monkey via email to Board members and community partners for their completion. Results will be reviewed at the February Board meeting.
- Lesley Puffer left the meeting at 9:37 a.m. Quorum maintained with 9 out of 10 members still present.
- X. Review/Update of Public Awareness Plan** – Sherri reviewed the Cedar/Jones ECI Public Awareness Plan with Board members. Most areas are on target and being worked on. Goal continues to be to improve community awareness on the importance of early childhood investment.
- XI. Support Letter for Shared Visions RFP** – Steve Williams made a motion, seconded by Jamie Nelson **to support Hawkeye Area Community Action Program’s pursuit of Shared Visions Grant Funding to support services for Head Start Wrap-Around in Anamosa and to submit a Letter of Support with their grant application. All approved.** Motion carried.
- XII. Directors’ and Officers’ Liability Insurance** – Sherri is still working to get another quote for D&O Liability Insurance. Two quotes will be presented at next month’s meeting for determination.

- XIII. Anamosa Community Schools Audit Report** – Jean Sullivan made a motion, seconded by Teri Jo Griebat **to accept the FY15 Financial Audit of the Anamosa Community School District acting on behalf of Cedar/Jones ECI as Fiscal Agent.** Results of this audit also include Agreed Upon Procedures conducted for the Cedar/Jones ECI area. All approved with Kandi Behnke abstaining. Motion carried.
- XIV. Public Comment** – Paul Frederiksen noted that Little Friends Preschool in Tipton is for sale. Kandi Behnke also noted that Anamosa Community Schools is discussing options for the future of Rainbow Child Care Center as the district wishes to no longer continue managing this service.
- XV. Adjourn** – Paul Frederiksen made a motion, seconded by Deb Schultz **to adjourn the meeting at 10:01 a.m.** All approved. Meeting adjourned.

Next Meeting:

Thursday, February 19th, 2015, 8:30 a.m., Olin Consolidated School, Olin

Executive Committee Meeting:

Friday, February 10th, 2015, 8:00 a.m., The Skillet, Mt. Vernon

LOE Site Visit

Thursday, February 19th, 2015, 9:30 a.m., Olin Consolidated School, Olin