



Cedar/Jones County Early Childhood Iowa

Board Meeting

Thursday, January 16th, 2014, 8:30 a.m.

Olin Consolidated School, Olin

Members Present: Kelly Banowetz, Paul Frederiksen, Teri Jo Griebat, Larry Hanon, Jamie Nelson, Jean Sullivan, and Steve Williams.

Members Absent: Kandice Behnke, Dennis Boedeker, Lesley Puffer, and Deb Schultz.

Others Present: Sherri Hunt, ECI Director; Lynette Otten, LSI; and Rikki Hetzler, I-Smile Coordinator and Sandra Hill, Child Care Nurse Consultant, Trinity Muscatine Public Health.

- I. **Call Meeting to Order** - The meeting was called to order at 8:32 a.m. by Board Vice-Chair Paul Frederiksen with quorum achieved with 7 out of 11 members present.
- II. **Approval of Meeting Minutes** – Larry Hanon made a motion, seconded by Kelly Banowetz **to approve the ECI Board meeting minutes from December 19th, 2013 as presented.** All approved. Motion carried.
- III. **FY14 ECI Financials – Acceptance of** – Jean Sullivan made a motion, seconded by Jamie Nelson **to accept the ECI FY14 financials as presented.** It was also noted to fix the % regarding revenue received. All approved. Motion carried.
- IV. **FY13 Agreed Upon Procedures (Audit) – Acceptance of** – Sherri reviewed the Financial Report for the Anamosa Community School District for the year ended June 30th, 2013 and the information regarding Cedar/Jones ECI Financials. No instances of non-compliance were noted as a result of the audit procedures performed. Larry Hanon made a motion, seconded by Jamie Nelson **to acceptance the FY13 Financial Reports and Audit Report and send notice to the Certified Public Accounts Hunt & Associates, P.C. notifying of such.** All approved. Motion carried.
- V. **Grants for Dolly Parton Imagination Library – Update and approval for submission of the Community Foundation of Cedar County Grant** – Larry Hanon made a motion, seconded by Steve Williams **to submit a grant application to the Community Foundation of Cedar County to support the Dolly Parton Imagination Library in Cedar County for children birth through 5 years of age in the amount of \$3,345.00.** All approved. Motion carried.
- VI. **Early Childhood Book Drive** – Sherri shared with the Board the latest plans for kicking off the Early Childhood Book that will be conducted in Cedar and Jones counties during the month of February. She also shared a draft flyer and Board members offered suggestions/changes as needed.
- VII. **Early Childhood Iowa Day on the Hill** – Sherri reminded members that it is not too late to sign up for the Day on the Hill and to let her know if you are interested.

- VIII. **Program Presentation – I-Smile and Child Care Nurse Consultant for Cedar County Presentations** – Rikki Hetzler, I-Smile Coordinator with Trinity Muscatine Public Health talked to the Board about her training models conducted with children in child care and preschool settings. She also talked about the process for dental screens and fluoride varnishes. Sandra Hill, Cedar County Child Care Nurse Consultant gave the Board an update on her program and also talked about her training models and work on the Quality Rating System with child care providers. Materials on both programs were shared with the Board.
- IX. **Quarterly Program Reports** – Sherri reviewed Quarterly Program and Financials Reports for FY14 through December 2013. Larry Hanon made a motion, seconded by Kelly Banowetz **to accept the FY14 Quarterly Program and Financial Reports as presented.** All approved. Motion carried. Sherri also told the Board that the Project Oversight Committee would be reviewing these reports more in-depth at their mid-year meeting.
- X. **Committee Planning** – Sherri reviewed committee and members for the 2014 calendar year. Members offered suggestions/contacts for additional community partner members. Sherri will follow up with contacts. Of particular discussion were the Project Oversight and Community Needs Assessment Committees. Board members also selected a particular program that they would like to participate in the Program Review for. A Board member will be in attendance for each of the reviews.
- XI. **Board Professional Development Plan** – Jean Sullivan made a motion, seconded by Jamie Nelson to approve the 2014 Cedar/Jones ECI Board Professional Development Plan as presented. Areas of focus include Board and committee membership, Early Childhood Education to the Board and Community, and an increased presence by Board members.
- XII. **Public Awareness Plan** – Sherri presented the Board with a revised Public Awareness Plan with updates from 2013 and recommendations for 2014. Steve Williams made a motion, seconded by Jean Sullivan **to approve the 2014 Cedar/Jones ECI Public Awareness Plan as presented.** All approved. Motion carried.
- XIII. **Public Comment** – No items were presented.
- XIV. **Adjourn** – Jamie Nelson made a motion, seconded by Jean Sullivan to adjourn the meeting at 10:22 a.m. All approved. Motion carried.

Next Meeting:

Thursday, February 20th, 2014, 8:30 a.m., Olin Consolidated School, Olin

Executive Committee Meeting:

Monday, February 10th, 2014, 8:00 a.m., the Skillet, Mt. Vernon