



Cedar/Jones County Early Childhood Iowa

*Board Meeting
Friday, January 4th, 2013, 8:30 a.m.
Olin Consolidated School, Olin*

Members present: Kandice Behnke, Paul Frederiksen, Larry Hanon, Shelly Hilton-Cullum, Shelly Odeen – via phone, David Oldham, Mike Owen, Deb Schultz, Jean Sullivan, and Steve Williams.

Members absent: Jamie Nelson and Annette Shipley.

Others present: Lynette Otten, LSI; Sandra Busta, GWAEA; Phyllis Zalenski and Julie Orris, ISU Extension, Linda Thomsen, and Sherri Hunt, ECI Director.

- I. **Call Meeting to Order** – The meeting was called to order at 8:40 a.m. by Board Chairperson Jean Sullivan. Quorum was established with 10 out of 12 members present including Shelly Odeen via telephone.
- II. **Approval of Meeting Minutes** - Kandice Behnke made a motion, seconded by David Oldham **to approve the meeting minutes from October 18th, 2012 as presented.** All approved. Motion carried.
- III. **Cedar/Jones ECI Financials** – Dave Oldham made a motion, seconded by Kandice Behnke **to approve the ECI Financials as presented.** All approved. Motion carried.
- IV. **Jones Preschool Scholarship Program – Request for Policy Exception** – Lynette Otten requested the Board approve a scholarship for a child attending preschool in the Olin Community School District preschool program. The child is a resident of Linn County, outside of the Cedar/Jones ECI area, but resides part time in Olin and attends preschool there. Sherri has contacted the Linn ECI area and no current funds are available for this child to utilize. Steve Williams made a motion, seconded by Paul Frederiksen **to approve a \$100 monthly scholarship for this child at the Olin Consolidated School Preschool retroactive to November 2012 through May 2013.** Steve also noted that he would like to see some policies for program standards for preschool programs participating in the scholarship program. All approved. Motion carried.
- V. **Child Care Resource Coordinator – Program Update** – Sherri shared with the Board a letter from Jones County Extension regarding a meeting held between Extension representatives and and ECI Board representatives about adjustments to the Child Care Resource Coordinator Contract. Extension will be evaluating printing costs for the CCRC newsletter, use of an ECI owned printer, the role and billable time of the CCRC supervisor, and the billable indirect cost rate of the Extension. The ECI Board was satisfied with the results of the meeting and the response of the Extension and will continue to monitor the areas identified.

VI. Crib Purchase Request – Jones Child Care Nurse Consultant – Sherri presented the Board with a letter from HACAP on behalf of the Child Care Nurse Consultant (CCNC) program requesting the use of program funds to purchase a crib for a child care provider. Mike Owen made a motion, seconded by Deb Schultz **to approve the purchase of the crib by the CCNC program.** Schelly Odeen and Larry Hanon approved. All others denied. **Motion failed with 2 yes and 8 no's.** Those opposing noted that they do not wish to purchase large items for home child care providers because of the nature of the turnover in the business being provided and would rather focus their financial efforts toward the professional development and trainings.

VII. Child Care Alliance Response Team (CART) Presentation – Grant Wood AEA - Sandra Busta gave a presentation on the CART program highlighting the needs of children with serious emotional disturbances and how the CART program and early intervention helps children who are identified as hard to manage starting at age 3 maintain their preschool enrollment.

Steve Williams left the meeting at 9:40 a.m. Quorum maintained at 9 out of 12.

VIII. ECI Computer Replacement – Sherri reported to the Board that her lap top computer monitor is no longer functioning and readable. She is able to continue to use the computer through an external monitor. The Board discussed options, both repair and replacement and agreed that Board members David Oldham and Kandice Behnke could assist Sherri in determining the best possible option for the computer. Paul Frederiksen made a motion, seconded by David Oldham **to utilize up to \$1,000 in Administrative funds to support the repair or replacement of the computer.** All approved. Motion carried.

Schelly Odeen left the meeting via telephone at 9:55 a.m. Quorum maintained at 8 out of 12 members.

IX. ECI Director's Meeting Update – Sherri reported to the Board that she had recently attended the State ECI Director's meeting in Des Moines. She updated the Board regarding changes within Family Support programming including mandatory background checks and the upcoming Red Cap system, changes in Quarterly Financial Reporting, discussions regarding improved fiscal practices, and proposals regarding a change in the Early Childhood formula funding.

Shelly Hilton-Cullum left the meeting. Quorum maintained at 7 out of 12 members.

X. Board Evaluation Review/Professional Development Plan – Sherri shared with the Board results of the Board Evaluation recently conducted. Lowest ratings are in the areas of 1) all necessary skills, stakeholders and diversity are represented on the Board; and 2) the Board effectively represents the organization to the community. Results of the review will be encompassed into a Board Professional Development Plan and presented to the Board for approval in the near future.

XI. Committee Updates – Policy & Procedure/Project Oversight – Sherri noted that she would like to convene the Project Oversight Committee in the next few weeks for mid-year reviews. Board members on the committee include Mike Owen, Jean Sullivan, Shelly

Hilton-Cullum, and Annette Shipley. Community members include Pat Recker and Renee Mente.

She also noted that the Policy and Procedure Committee met and began reviewing current policies and procedures. Committee members David Oldham, Kandice Behnke, and Paul Frederiksen set a goal of having a final draft ready in February 2013.

XII. Public Comment – no items were noted.

XIII. Adjourn – David Oldham made a motion, seconded by Kandice Behnke **to adjourn the meeting**. All approved. Motion carried. Meeting adjourned at 10:35 a.m.

Next Meeting: Thursday, January 24th, 2012, 8:30 a.m. Olin Consolidated School, Olin