



## *Cedar/Jones Early Childhood Iowa*

### *Board Meeting*

*Friday, May 29<sup>th</sup>, 2015, 9:30 a.m.*

*Olin Consolidated School, Olin*

**Members Present:** Kandice Behnke, Paul Frederiksen, Teri Jo Griebat, Jamie Nelson, Deb Schultz, Steve Williams, and Donna Young.

**Members Absent:** Dennis Boedeker, Lesley Puffer, and Jean Sullivan.

**Others Present:** Melissa Tucker, Amanda McKee, and Kendra Schaapveid, LSI; Julie Orris and Holly Hall, Jones County Agricultural Extension; Jamie Walker, Trinity Muscatine Public Health; Brenda Kiburz, Four Oaks; Jeanie Wade-Nagel, GWAEA; and Sherri Hunt, ECI Director.

- I. **Call Meeting to Order** – Board Chairperson Kandice Behnke called the meeting to order at 9:40 a.m. with quorum achieved with 7 out of 10 members present. Introductions were made by all present.
- II. **Approval of Meeting Minutes** – Steve Williams made a motion, seconded by Deb Schultz to **approve the ECI Board meeting minutes from April 16<sup>th</sup>, 2015 Board Meeting as presented.** All approved. Motion carried.
- III. **FY15 Financials** – Paul Frederiksen made a motion, seconded by Teri Jo Griebat to **accept the FY15 ECI Financials as presented.** All approved. Motion carried.
- IV. **FY16 Funding Proposals Recommendation** – Sherri shared with the Board a document outlining FY16 Funding Requests and funding recommendations made by the Project Oversight Committee. Current recommendations represent approximately \$5,000 over projected available funds. Paul Frederiksen made a motion to **remove the Quality Improvement Project, Little Lion Early Head Start Expansion Services, and the DCSD Shared Visions Preschool Program Support from the recommendation until a more definitive budget including carryover can be determined.** All approved. Motion carried.

Jamie Nelson made a motion, seconded by Deb Schultz to **approve the FY16 Funding Proposals Recommendation as amended which included funding recommendations for the Child Care Nurse Consultants, the Child Care Resource Coordinator, the Child Care Alliance Response Team, Preschool Scholarships, Lutheran Services in Iowa Home Visitation, and the I-Smile Program Expansion.** All approved. Motion carried.

It was noted by Sherri that FY16 allocations are being projected with approximately a \$13,000 decrease in funds and an additional \$13,000 decline in projected carryover from FY14 to FY15.

- V. **Renew/Review Conflict of Interest Statements** – Sherri reviewed the Board Conflict of Interest Policy with Board Members and asked them to sign the statement acknowledging their agreement to the policy.
- VI. **Board Membership** – Sherri shared with the Board applications for membership. Paul Frederiksen made a motion, seconded by Teri Jo Griebat **to approve the Board membership for Molly Sanders Crowley, Deb Schwitzer, and Rev. Stephen Stepp for terms beginning July 1<sup>st</sup>, 2015 for three years ending June 30<sup>th</sup>, 2018.** All approved. Motion carried.
- Paul Frederiksen made a motion, seconded by Donna Young **to approve the Renewal Memberships for a second three-year term starting July 1<sup>st</sup>, 2015 through June 30<sup>th</sup>, 2018 for Deb Schultz, Jamie Nelson, and Jean Sullivan.** All approved with renewal members abstaining. Motion carried.
- VII. **Board Officers for FY16** – Paul Frederiksen made a motion, seconded by Steve Williams **to approve Kandi Behnke for Board Chair, Teri Jo Griebat for Secretary, and Deb Schultz as Treasurer for fiscal year 2016.** All approved with potential officers abstaining. Motion carried. Sherri will contact absent Cedar County members for consideration of the Board Vice-Chair position. It is the goal of the Board to maintain equal representation on the Executive Committee between Cedar and Jones county Board members.
- VIII. **FY16 Calendar Approval** – Jamie Nelson made a motion, seconded by Teri Jo Griebat to approve the FY16 Cedar/Jones ECI Calendar as presented. All approved. Motion carried.
- IX. **Employer of Record Agreement Renewal** -- Noting no changes to the current agreement, Paul Frederiksen made a motion, seconded by Jamie Nelson **to approve the Employer of Record Agreement with Jones County for FY16.** All approved. Deb Schultz abstained. Motion carried.
- X. **Fiscal Agent Agreement Renewal** – Noting no changes to the current agreement, Deb Schultz made a motion, seconded by Paul Frederiksen **to renew the Fiscal Agent Agreement with the Anamosa Community Schools for FY16.** All approved. Kandi Behnke abstained. Motion carried.
- XI. **ECI Director Evaluation** – Kandi Behnke shared an overview of the results from the ECI Director Evaluation for Sherri Hunt. No concerns were identified. Jamie Nelson made a motion, seconded by Donna Young **to accept the ECI Director Evaluation for Sherri Hunt.** All approved. Motion carried.
- XII. **ECI Director FY16 Proposal** – Steve Williams made a motion, seconded by Paul Frederiksen **to accept the FY16 ECI Director Proposal as presented. The proposal includes a 3% hourly wage increase and no changes in allowable hours and benefits.** All approved. Deb Schultz abstained. Motion carried.

- XIII. State ECI Board Meeting** – Sherri noted that on Friday, June 5<sup>th</sup>, 2015 at 10:00 a.m., the State ECI Board would be having their regular meeting in Des Moines. Sherri will share an agenda and handouts for the meeting electronically. Board members can also participate in a webinar if they wish to listen in to the meeting. The State ECI Board will be making a decision regarding Levels of Excellence recommendations for ECI areas including Cedar/Jones ECI and making a decision on next steps for ECI Muscatine regarding a merger.
- XIV. Public Comment** – None presented.
- XV. Adjourn** – Jamie Nelson made a motion, seconded by Donna Young **to adjourn the meeting at 11:10 a.m.** All approved. Meeting adjourned.

**Next Meeting:**

Thursday, June 18th, 2015, 8:30 a.m., Olin Consolidated School, Olin

**Executive Committee Meeting:**

Wednesday, June 10th, 2015, 8:00 a.m., The Skillet, Mt. Vernon