



Cedar/Jones Early Childhood Iowa

Board Meeting

Wednesday, August 24th, 2016, 8:30 a.m.

Olin Consolidated School, Olin

Members Present: Joan Blundall, Molly Crowley, Teri Jo Griebat, Lisa Kepford, David Lorenzen, Jamie Nelson, Deb Schultz, Deb Schwitzer, Stephen Stepp, Steve Williams, and Heather Weers.

Members Absent: Eric Stegmann, Jean Sullivan, and Donna Young.

Others Present: Julie Orris, Jones County Agricultural Extension; Cindy Heck, Child Care Resource & Referral; Dionne Daedlow, Cedar County Extension; and Sherri Hunt, ECI Director.

- I. **Call Meeting to Order** – Board Chairperson David Lorenzen called the meeting to order at 8:32 a.m. Quorum was achieved with 10 out of 14 members present.
- II. **Introductions** – Introductions were made and new Board Members Joan Blundall and Heather Weers were welcomed.
- III. **Public Comment** – No comments were made.
- IV. **Meeting Minutes** – Deb Schwitzer made a motion, seconded by Molly Crowley to **approve the ECI Board meeting minutes from the June 16th, 2016 Board Meeting.** All approved. Motion carried.
- V. **Review of Board Member Roles & Responsibilities and Conflict of Interest Policy** – Sherri reviewed Board Member Roles & Responsibilities and the Conflict of Interest Policy with Board members and Board members signed off on the Conflict of Interest Policy renewing their continued compliance to the policy.
- VI. **FY16 Financials** – Steve Williams made a motion, seconded by Stephen Stepp **to accept the FY16 Year End ECI Financials as presented.** Linda VonBehren acting on behalf of the Fiscal Agent, Anamosa Community Schools has approved ECI FY16 Financials. FY16 carryover is just short of \$43,000. All approved. Motion carried.
- VII. **FY17 Budget Amended** – Sherri presented the Board with a FY17 Amended Budget to reflect FY16 Carryover Figures. Approximately \$19,413 has been carried into Family Support and Parent Education Services, \$17,728 into Quality Improvement Funds, and \$5,802 into Other Services. These figures represent unallocated funds in each of these categories totally approximately \$46,000.

The Board discussed previous funding requests from the Durant Community School District Shared Visions Preschool for classroom materials, the North Cedar Community

School District Preschool for classroom materials, and the Quality Improvement Initiative/Mini Grants from Child Care Resource and Referral. Jamie Nelson made a motion, seconded by Steve Williams made a motion **to approve the funding requests for materials for the district preschools, the mini grants for Child Care Resource and Referral, and the amended FY17 budget as presented.** All approved. Motion carried.

It was also noted to consider establishing a fund pool for quality improvement mini grants that District preschools could access as an alternative to annually receiving individual requests.

Deb Schultz arrived at the meeting. Quorum maintained with 11 out of 14 members present.

- VIII. FY16 Annual Report** – Sherri presented the Board with the FY16 Cedar/Jones ECI Annual Report and a summary of items included in the report. Areas included all necessary Assurances, local Board composition, Community Plan updates, an Executive Summary, performance measures from all funded programs, expenses related to Administrative Staff, and completed Financial Reports. Teri Jo Griebat made a motion, seconded by Jamie Nelson **to approve the FY16 Cedar/Jones ECI Annual Report as presented.** All approved. Motion carried.
- IX. Preschool Scholarship Program Update** – Sherri shared with the Board that 10 children from Cedar County and 21 children from Jones County are currently enrolled in the Preschool Scholarship Program. Scholarships are continuing to come in and processed. An update will also be provided at the next Board meeting.
- X. State ECI Board Meeting** – Sherri shared with the Board that the State ECI office contacted her requesting a presentation from Cedar/Jones ECI at their next Board meeting. The State ECI Board is continuing to want to learn about the local areas. Sherri asked Board members to share with her items that should be included in her presentation, including Board challenges, strengths, and weaknesses. She also encouraged any Board members that are available to join her in attendance at the meeting on September 9th, 2016. David Lorenzen and Steve Williams noted they would be able to attend.
- XI. Review Public Awareness Plan** – Sherri reviewed a draft FY17 Public Awareness Plan with the Board. She had updated the status of items worked and completed during FY16 and noted items for continuation into FY17. Joan Blundall made a motion, seconded by Deb Schultz **to approve the FY17 Public Awareness Plan as presented.** All approved. Motion carried.
- XII. Healthy Screening Day and Back to School Supply Drive Updates** - Sherri highlighted the results of the Healthy Child Screening Day held in Anamosa in early August. Partners from HACAP provided Dental Screens, Screens for Developmental Delays, Hearing Screens, and handed out resource information to families in attendance. Kids Sight provided Vision Screenings and the Jones County Community Partnership for Protecting Children held a back to school sale for children and families. Lutheran Services in Iowa also distributed Back to School Supplies for families requesting supplies.

Attendance was small but respectable and all who attended seemed appreciative of the services offered.

XIII. Adjourn -- Molly Crowley made a motion, seconded by Deb Schultz **to adjourn the meeting at 9:50 a.m.** All approved. Meeting adjourned.

Next Executive Committee Meeting:

Wednesday, 12th, 2016, 8:00 a.m., The Skillet, Mt. Vernon

Board Meeting: Thursday, October 20th, 2016, 8:30 a.m., Olin Consolidated School, Olin