



Cedar/Jones County Early Childhood Iowa

*Executive Committee Meeting
Tuesday, April 8th, 2014, 8:00 a.m.
The Skillet, Mt. Vernon*

Present: Kandice Behnke, Paul Frederiksen, Jean Sullivan, and Sherri Hunt, ECI Director.

- I. **Child Care Provider/Preschool Mini Grants** – Mini grant applications were reviewed and approved by the committee. Items will be purchased by ISU Extension for providers awarded grants. We are still working to secure the best possible pricing with two vendors but items should be ordered and delivered by the end of April.
- II. **Early Childhood Book Drive** – All books have been collected and distribution bags have ordered. A 4-H Teen Council will be working with us on Sunday, May 4th to sort the books by quality, age, and gender, mark the books with an ECI label, and bag the books for distribution.
- III. **Program Presentation** – This month’s presentation will be by the Jones County Child Care Nurse Consultant.
- IV. **Early Brain and Child Development “Lunch and Learn”** – a presentation and luncheon will be held on Friday, April 25th, 2014 at 12 noon in collaboration with Jones Regional Medical Center at the Anamosa Public Library. Tess Barker with the American Academy of Pediatrics will present. Marketing materials are being finalized and will be released by the end of the week through Jones Regional. Distribution will include post cards, emails, and press releases. Pens and scratch pads have been ordered for sharing at this and other events.
- V. **Policies and Procedures** – Policy/Procedure Committee will be convened for annual review of Policies, By-laws, and Succession Plan. Sherri has begun to review policies/procedures but no committee date has been set yet at this time. Goal is for this to occur in early to mid April. Succession Plan and By-Laws to include minimal changes. By-Law draft shared with Executive Committee.
- VI. **Project Oversight Committee** – Notification of funds for FY15 has been released through a press release and email distribution to current and potential contractors.
- VII. **I-Smile Program** – would like the program to consider per unit cost for FY15. Discussion with the program will need to occur.
- VIII. **Preschool Scholarship Program** – need to think about policies for next year’s Preschool Scholarship Program and utilization of the State Child Care Assistance Program.
- IX. **Contractor Fiscal Audits** – will be reviewed at April’s Board meeting for acceptance if no concerns noted.
- X. **Quarterly Program Reports** – will be reviewed and accepted at April meeting.

- XI. **Community Plan** – Approval of an amended Community Plan will be requested at the April meeting.
- XII. **Membership Terms** – Recruitment of a male Board member is necessary.
- XIII. **Director’s Evaluation** – Input will be requested from Board members, gathered and completed by the Board Chair, shared with ECI Director, and overall results shared at Board meeting.
- XIV. **Week of the Young Child** – Press Release done. Next one will be for Child Care Provider Week in May.
- XV. **Review Public Awareness Plan** – review for progress made.

Board Meeting: Thursday, April 17th 2014, 8:30 a.m. Olin Consolidated School, Olin

Next Executive Committee Meeting: Wednesday, May 7th, 2014, 8:00 a.m.
The Skillet, Mt. Vernon