



Early Childhood Iowa Area Board
Serving Adair, Dallas, Madison and Warren County

Board Minutes
Thursday, April 18, 2013
Adel Library
303 S. 10th Street
Adel, Iowa 50003

Finance Committee Meeting Minutes

The Finance Committee met prior to the board meeting at 6:00 p.m. Committee members present were Julie Feirer and Cynthia Moffitt. The committee members reviewed payment vouchers, current expenditures, the overall budget, categorical funding streams, interest earned, and the payment voucher processing log. There were no major payment voucher concerns and no major budget concerns; it will be recommended to the board to approve payment for March expenditures for \$79,307.63. Committee adjourned at 6:30 p.m.

Board Meeting Minutes

The board meeting convened at 6:30 p.m.

Attendance

Board Members Present							
Adair County		Dallas County		Madison County		Warren County	
Dena Owens	x	Bob Ockerman	x	Joyce Kooker	x	Terry Johnson	
Kendalyn Huff		Samantha Finneseth		Julie Feirer	x	Cynthia Moffitt	x
		Ann Bass					

Others present (Information)

Janice Jensen, Craig Hertel, Janelle Peiffer Cris Broshar, and Debra Schrader.

Distinction of Quorum (Information)

Board membership consists of no less than 8 members and no more than 12 members, with 9 positions filled; 5 board members were present at the beginning of the meeting, representing quorum.

Open Forum (Information)

None

Agenda (Action)

Board member Kooker moved to approve the agenda. Board member Feirer seconded. Motion carried unanimously.

Minutes (Action)

Board member Moffitt moved to approve the March 21, 2013 minutes. Board member Owens seconded. Motion carried unanimously.

Light of Hope (Action)

The Light of Hope remembrance ceremony has been rescheduled due to rain for April 25 at 5:00 at the Adel Library. This is a collaborative effort between the Lions Club, Dallas County Children's Advocacy Council and the 4 R Kids ECI Area Board.

Conflict of Interest and Code of Ethics (Information)

Board members reviewed the annual conflict of interest and code of ethics policy and signed each statement.

Executive Director Performance Review (Information)

The Board has conducted a performance review of Debra Schrader, Executive Director. On a scale of 1-5, the average rating was over 4.

Dallas County I.S.U. Extension Request (Action)

Due to staff turnover, Dallas County I.S.U. Extension for the Quality Improvement Project, will have FY2013 unspent funds and requested a budget amendment to purchase equipment in the amount of \$3,680. Board member Moffitt moved to approve the request. Board member Owens seconded. Motion carried unanimously.

Early Childhood Committees (Information)

Meetings of the Early Childhood Committees were as follows:

Adair County Early Childhood Committee –The next meeting is June 13, 2013 at 4:00 at Immanuel Lutheran Church in Greenfield.

Dallas County Early Childhood Committee –The next meeting is May 15, 2013, at 1:00 p.m. at the Dallas County ISU Extension office.

Warren County Early Childhood Committee –The Committee met April 3, 2013. Items of discussion were the closing of Apple Tree child care center in Norwalk, closing of Head Start in Norwalk, and the closing of Happy Trails child care center. The next meeting is May 1, 2013, at 10:00 a.m. at Wells Fargo in Indianola.

Madison County Early Childhood Committee –The Committee met April 9, 2013, items of discussion were the QRS and that Winterset Schools will not be providing transportation for the state wide voluntary 4 year old preschoolers next fall. A meeting with the Madison County Early Childhood committee and school has been set for April 30 to gain a better understanding of the decision. The next meeting is June 11, 2013, at the Winterset Library in Winterset.

Finance Committee (Action)

The Finance Committee reviewed the budgets and payment vouchers prior to the meeting. Board member Feirer moved to approve the March payment vouchers in the amount of 79,307.63. Board member Kooker seconded. Motion carried unanimously. A summary of the vouchers were provided at the meeting along with cumulative budgets. Additionally, monthly bank balance documentation was also provided.

Board Processes Committee

The committee did not meet.

Program and Service Committee

The committee did not meet.

The next meeting is May 3, 2013 at 11:00 at the Madison County Extension office to review the request for renewal applications. The committee will attempt to meet via telephone conference prior to May 3 to review the 3rd Quarter digital dashboard.

Miscellaneous Board Updates (Information)

The Warren County Toddlerfest was April 6, 2013 from 9:00-11:30 in Warren County at the Indianola middle school and the Madison County Toddlerfest was April 13, 2013 from 10:00-12:00 in Winterset at the Winterset elementary school. Cups, notepads, and free books were provided to each child. A survey was conducted on literacy and will be added to the community plan.

Several thank you notes from local preschools were reviewed by the board. Preschools were thankful for the quality improvement mini grants that were awarded.

Board member Ockerman participated in eight hours of strategic planning for the Early Childhood Alliance.

Home schooling data was discussed. Director Schrader contacted the Department of Education and was told they do not have any data related to home schooling in Iowa. Board member Feirer will follow-up regarding contacts at the Winterset School to see there is any local data that can be obtained.

The Department of Human Services has completed a review of the FY2011 early childhood funds and a report was provided to the Board. There were no findings or corrective action needed by the Board. It was noted that the review took 14 months for DHS to complete.

Administrative Update (Information)

Director Schrader disseminated an administrative update for April. Items included a report on the early childhood formula along with trend data, community plan update, legislative update, the 3rd quarter state financial report was submitted on April 11, and a report from attending the state Director meeting April 10. Items from the director meeting included cost allocations and the challenges with conducting a director time study. Also discussed was the proposed family support performance measures for FY2014. The biggest concern is the information that will be required by the direct line staff. If the performance measures are approved by the state board, direct line staff will have to report their marital status and if they parent or not.

Board Professional Development (Information)

Ms. Peiffer with Orchard Place provided a presentation on Child Care Resource and Referral services.

Next meeting (Action)

Board member Kooker moved to adjourn the meeting at 7:35 p.m. Board member Moffitt seconded. Motion carried unanimously. The next meeting is May 16, 2013 in Warren County at Vintage Hills.

Respectfully submitted by Debra Schrader, Director