

Board Minutes
Thursday, June 19, 2014
Greenfield City Hall
202 S. First Street
Greenfield, Iowa 50849

Finance Committee Meeting Minutes

The Finance Committee met prior to the board meeting at 6:00 p.m. Committee members present were Board members Marckman. Board member Kaufman had reviewed the materials at an early date. The committee members reviewed payment vouchers, current expenditures, the overall budget, categorical funding streams, interest earned, fund balance reconciliation, bank reconciliation, and the payment voucher processing log. It is to be noted there are no major budget concerns with any contractors; it will be recommended to the board to approve payment for May in amount of \$89,346.32. Committee adjourned at 6:30 p.m.

Board Meeting Minutes

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

Attendance

(x means attendance at the meeting)

Board Members Present							
Adair County		Dallas County		Madison County		Warren County	
Dena Owens <i>Required Health Representative</i>	x	Bob Ockerman	x	Joyce Kooker <i>Required Business Representative</i>	x	Terry Johnson <i>Required Human Service Representative</i>	x
Kendalyn Huff <i>Required Faith Representative</i>		Samantha Finneseth <i>Required Education Representative</i>		Janice Jensen		Cynthia Moffitt	x
Marlin Markman	x			Joey Hoover <i>(newly elected 6-19-14)</i>	x	Khristan Kaufman <i>Required Parent Representative</i>	x

Mr. Hoover was approved as new board members during the meeting.
Board member Owens was present by telephone.

4 R Kids Staff Present

Debra Schrader, Executive Director

Others present (Information)

Janelle Peiffer.

Distinction of Quorum (Information)

Board membership consists of no less than 8 members and no more than 12 members, with 10 positions filled at the beginning of the meeting; 7 board members were present at the beginning of the meeting, representing quorum. Board member Hoover was approved as a new board member later in the meeting.

Open Form (Information)

None

Introductions (Information)

Introductions were made by Board members and the audience.

Agenda (Action)

Board member Johnson moved to approve the agenda with adding regarding providing presentation to the state Early Childhood Board. Board member Kooker seconded. Motion carried unanimously.

Minutes (Action)

Board member Kooker moved to approve the May 15, 2014. Board member Cynthia seconded. Motion carried unanimously.

Board Membership Recruitment *(Information)*

Board members continue with recruitment efforts and strive for gender balance. Currently, there is one position available on the board.

Board Membership Application *(Action)*

Board member Kooker moved to approve Mr. Hoovers board membership application. Board member Marckman seconded. Motion carried unanimously. A new board membership roster was disseminated.

4 R Kids Community Plan *(Information)*

The board reviewed the community that included the ECI result areas, vision, mission, guiding principles, indicators and priorities.

FY15 Calendar of Events *(Information)*

A FY15 4 R Kids calendar of events was disseminated and reviewed. The calendar has items that are required to be completed by the board on an annual basis and a list of board and committee meetings. This will assist with staying on track for model status.

Early Childhood Committees *(Information)*

Director Schrader provided a brief overview of the activities of the committees. Board member Owens provided information regarding United Way utilizing the Dallas County Early Childhood Committee as a planning venue. The minutes of the committee meeting are available on the website.

Finance Committee *(Action)*

The Finance Committee reviewed the budgets, payment vouchers, bank statement, and fund balance reconciliation, prior to the meeting. Board member Markman moved to approve the March and April payment vouchers in the amounts of \$89,346.32. Board member Kooker seconded. Board member Moffitt abstained due to submitting for board member stipend reimbursement. Motion carried unanimously. A summary of the vouchers were provided at the meeting along with cumulative program budgets.

Board Process Committee *(Information)*

None, the committee did not meet. The Committee is in need of meeting to review the by-laws and work on additional policies.

Board Program and Service Committee

The committee met June 4, 2014. Board member Owens and Moffitt reported.

Centralized Intake *(Action)*

A request for proposal was issued with a short turnaround time for an agency to provide centralized intake for family support services for FY15. One application was received from Dallas County ISU Extension. The proposal was clear and concise and the plan was articulated clearly with an overall score of 96.7%. Board member Moffitt moved to approve a contract for \$10,923 to Dallas County ISU Extension. Board member Johnson seconded. Motion carried unanimously.

Funding Flexibility *(Information)*

Due to receiving Model status the board is able to request funding flexibility, which is highly needed. Board member Moffitt will work with Chairperson Ockerman to draft a letter to request funding flexibility with hopes to have this as an action item at the September State Early Childhood board agenda

Miscellaneous Board Updates *(Information)*

Director Schrader received an email Tuesday June 17, 2014 from Ms. Wagler, Early Childhood Iowa requesting the 4 R Kids ECI area board provide a presentation to the state Early Childhood Board on September 5, 2014. It was consensus that board members felt they did not have enough time to prepare a presentation in the given time frame, but was flattered to be asked.

Board member Ockerman provided an update regarding action and discussion at the state Early Childhood Iowa board meeting. The board approved the 4 R Kids ECI Area board for Model status along with 3 other areas; they also approved Tool G, but it was not a unanimous vote; the LOE public awareness section may undergo some changes; and there was concern noted about applying benchmarks to local ECI board especially around QRS.

Administrative Update *(Information)*

Director Schrader disseminated an administrative update for May, some items included:

- Contractors meeting July 28, 2014 at Madison County ISU Extension from 1:00-3:00. Board members are invited to attend.
- Regional ECI directors meeting June 20, 2014 in Ames, Director Schrader is the chairperson for the group. Two state board members are to be present.
- Board member Finneseth has a baby girl Tuesday June 17, 2014.
- Funding awards from Prevent Child Abuse for all four counties.

- Early Childhood Committee updates.
- Parents as Teachers, Southwestern Community College will go through the Iowa Family Support Peer review process June 23-25th. Board members are encouraged to participate in the funders interview.
- Preschool tuition scholarship update.
- 4 R Kids ECI was represented at Dexter's Children Day June 8, 2014.
- The FY15 budget was approved by ECI on May 29, 2014.
- FY15 provider contract preparation is underway.
- Handout regarding where the 4 R Kids ECI area ranks according to population and allocations.
- Handout regarding the top 7 ECI areas that receive most amount of school ready funding and the top 7 areas that receive the highest amount of early childhood funding, 4 R Kids ranks 17th.
- Planning regarding a possible early childhood formula change and that meeting with the Lt. Governor has been requested.

Board Professional Development *(Information)*

Child Care Resource and Referral provided a presentation about child care. It was noted that the 4 R Kid area has 31% of child care providers that are ChildNet certified, which is the highest in the CCRR region.

Next meeting *(Action)*

Board member Kooker moved to adjourn the meeting at 7:45 p.m. Board member Moffitt seconded. Motion carried unanimously. The next meeting is September 11, 2014. There is not a July or August board meeting scheduled.

Respectfully submitted by Debra Schrader, Director