



**Early Childhood Iowa Area Board
Minutes
Thursday December 21, 2017
Winterset Public Library
123 N. 2nd Street
Winterset, Iowa 50273**

Finance Committee Meeting *(Information)*

The Finance Committee met prior to the meeting to review payment vouchers and budgets.

Board Meeting *(Information)*

Board Chairperson Jensen convened the meeting at 6:30 p.m.

Attendance *(Information)*

(x means attendance at the meeting)

| Board Members Present | | | | | | | |
|--|---|---|---|---------------------------------------|---|---|---|
| Adair County | | Dallas County | | Madison County | | Warren County | |
| Keiley Woodside | | Kevin Howe <i>Required Business Representative</i> | x | Jean Bosch | x | Brett Elliott | |
| Samantha Finneseth <i>Required Education Representative</i> | | Dena Owens <i>Required Health Representative</i> | | Janice Jensen | x | Terry Johnson <i>Required Human Service Representative</i> | |
| Judy Schwartz | x | Lois Hoger <i>Required Faith Representative</i> | x | Paul Millhollin (effective 1-1-18) | | Khristan Kaufman <i>Required Parent Representative</i> | x |

Board members Schwartz, Hoger and Kaufman were on conference call.

4 R Kids Staff Present *(Information)*

Debra Schrader, Executive Director.

Others present *(Information)*

Jodene DeVault and Dona Binning (*Warren County Public Health*).

Distinction of Quorum *(Information)*

Board membership consists of no less than 8 members and no more than 12 members, with 11 positions filled at the beginning of the meeting; 6 board members were present at the meeting representing quorum.

Open Forum *(Information)*

None

Introductions *(Information)*

Introductions were made by Board members and the audience.

Board Professional Development *(Information)*

A presentation was given by Warren County Public Health with the child care nurse consultant project.

Agenda *(Action)*

Board member Hoger moved to approve the agenda. Board member Bosch seconded. Motion carried unanimously. A copy of the agenda was disseminated.

Minutes *(Action)*

Board member Bosch moved to approve the November 16, 2017 minutes. Board member Howe seconded. Motion carried unanimously. A copy of the past minutes was disseminated.

Board Membership *(Information)*

Board members continue with recruitment efforts and strive for gender balance. Currently the board has all positions filled. Board member Elliot has not attended a meeting for several months and Director Schrader will make an inquiry.

Board Committees *(Information)*

The Board chairperson appointed board members to standing Board committees, i.e. Program and Service Committee, Board Process Committee, Finance Committee and Personnel Committee. A copy of the board roster with committee assignments was disseminated.

Community Plan Annual Review *(Information)*

The board reviewed the strategic plan, ECI result areas, board priorities, vision, mission, guiding principles, and updated local indicator data. It was also noted there has been several needs assessments conducted in the past few years and the community plan will undergo a full update.

Finance Committee *(Action)*

The Finance Committee reviewed the budgets, payment vouchers, bank statements, and fund balance reconciliations prior to the board meeting. Board member Bosh moved to approve November expenditures in the amounts of \$85,146.20. Board member Howe seconded. Motion carried unanimously. A summary of the vouchers was provided at the meeting along with cumulative program budgets.

Board Program and Service Committee *(Information)*

The Committee did not meet in November. The next meeting is February 2, 2018 at 9:00.

Board Process Committee *(Information)*

The Committee did not meet in November. The next meeting is January 30, 2018 at 1:00.

Administrative Update *(Information)*

Director Schrader disseminated an administrative update and items included:

- Support for the Prevent Child Abuse Councils;
- Early Childhood committee updates;
- Report on three advocacy events conducted, of the 9 legislators representing the area, 3 attended at least one event; it was noted that having additional talking points/elevator speeches would be of assistance for board members to bring awareness to ECI, Director Schrader will work with Board member Bosch to draft talking points;
- Conference call system was purchased to provide for additional access to meetings;
- ECI state director meeting report;
- Draft funding allocations due to the new formula change, 4 R Kids ECI may receive an increase of 25% of the current allocation;
- Preschool experience data by school district;
- Toddlerfest's and literacy outreach events scheduled for spring;
- Marketing and public awareness activities, Facebook likes up to 179, goal was 175.

Miscellaneous Board Updates *(Information)*

None.

Next meeting *(Information)*

The meeting adjourned at 7:20. The next meeting is February 15, 2018 at the Adel Public Library in Adel

Respectfully submitted by Debra Schrader, Director