



**Early Childhood Iowa Area Board  
Minutes  
Thursday November 15, 2018  
Greenfield City Hall  
202 S. 1st Street  
Greenfield, Iowa 50849**

**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	Justin Terry	x
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>	x
Deb Blazek	x	Lois Hoger <i>Required Faith Representative</i>	x	Paul Millhollin	x	Khristan Kaufman <i>Required Parent Representative</i>	x

Board member Millhollin was present by conference call.

**4 R Kids Staff Present** *(Information)*

Debra Schrader, Executive Director.

**Others present** *(Information)*

Kristie Nixon and Nina Utterback *(Southwestern Community College)*.

**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; 8 board members were present at the meeting representing quorum. Board member Blazek was approved as a board member later in the agenda.

**Open Forum** *(Information)*

None

**Introductions** *(Information)*

Introductions were made by Board members and the audience.

**Board Professional Development** *(Information)*

A presentation was provided by Southwestern Community College with the Parents as Teacher Program. The program has achieved Parents as Teachers Blue Ribbon Affiliate status which is the highest measure of quality with the National Center Parents as Teachers.

**Agenda** *(Action)*

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

**Minutes** *(Action)*

Board member Johnson moved to approve the September 13, 2018 minutes. Board member Howe seconded. Motion carried unanimously. A copy of the past minutes was disseminated.

**Board Membership (Action)**

Board members continue with recruitment efforts and strive for gender balance. Currently, the board has one position open for Adair County. Deb Blazek of Greenfield has submitted an application for board membership to serve Adair County. Board member Bosch moved to approve the application. Board member Terry seconded. Motion carried unanimously. Board member Blazek was welcomed to the board.

**Annual Meeting***Election of Officers (Action)*

Board member Johnson moved to elect Board member Bosch as Chairperson. Board member Millhollin seconded. Motion carried unanimously. Board member Johnson moved to elect Board member Terry as Vice Chairperson. Board member Howe seconded. Motion carried unanimously. Officers terms are for one year and start January 1 and end December 31.

**Annual Board Performance Review (Information)**

Director Schrader announced that the annual board performance review will be conducted in December and a survey link will be sent to board members. Additionally, the community will also conduct that performance review of the board.

**Annual Reciprocal Agreement (Action)**

The annual reciprocal agreement with the Quad Counties 4 Kids Board was discussed. The reciprocal agreement is an additional strategy for the ECI Director succession plan. Board member Bosch moved to approve the agreement. Board member Terry seconded. Motion carried unanimously.

**Finance Committee (Action)**

The Finance Committee reviewed the budgets, payment vouchers, bank statements, and fund balance reconciliations prior to the board meeting. Board member Hoger moved to approve September and October 2018 expenditures in the amounts of \$76,854.35 and \$77,264.82 respectively. Board Johnson seconded. Motion carried unanimously. A summary of the vouchers were disseminated along with cumulative program budgets.

**Board Program and Service Committee (Information)**

The Committee met October 25, 2018 at 9:00 by telephone conference. Minutes and supporting documentation from the Program and Service Committee were disseminated. Board member Bosch reported for the committee. The committee reviewed the 1st quarter progress reports from the contractors, there are no major concerns at this time. The committee also started some preliminary planning for the FY20 funding cycle. The 1st quarter reports are located on the 4 R Kids website. The next meeting is February 8, 2019 at 9:00.

**Administrative Update (Information)**

Director Schrader disseminated an administrative update and items included:

- Election results;
- State Early Childhood Iowa board information;
- Children's System state board update;
- Medicaid Managed Care organization project;
- Preschool experience rate;
- Meeting with contractor;
- Population data;
- Success stories;
- Prevent Child Abuse efforts;
- Early Childhood committee updates;
- Marketing and public awareness activities;
- Out of the office dates.

**Miscellaneous Board Updates (Information)**

None.

**Next meeting (Information)**

The meeting adjourned at 7:30. The next meeting is December 20, 2018 at the Winterset Library in Winterset Iowa.

Respectfully submitted by Debra Schrader, Director