

## CLINTON/JACKSON COUNTIES ECI BOARD MEETING MINUTES

Monday, June 24, 2013 – 4:00pm

Francis Banta Wagonner Community Library, DeWitt, Iowa

### **Board Members Present:**

Jack Willey, Chair

Brenda Kunau

Lynn Bell

Jill Davisson

Lori Frick

Pat Hendrickson(by audio/GoToMeeting)

Linda Hledik

Dr. Jessica Ihns(@4:25pm)

### **Board Members Excused Absence:**

Karen Breitbach

Daniel Srp, Vice Chair

David Hinds

### **Guests:**

Anne Capella Blount, CCR&R, Child Care Consultant

Dr. Mark Grey, UNI(by audio/GoToMeeting)

### **Clinton/Jackson ECI Staff Present:**

Jenny Kreiter, C/J ECI Coordinator

Chair Jack Willey called the meeting to order at 4:08pm with welcome to guests. A quorum was present (8/11). Introductions were made and a sign in sheet was circulated for Board Members and guests to sign.

**Review of Agenda:** Chair Jack Willey introduced the agenda and asked for comments or any conflict of interests; none were offered.

**Levels of Excellence Summary and Recommendation:** On behalf of the Executive Committee Mr. Willey presented this document from Ms. Shanell Wagler which requests the Clinton/Jackson ECI Chair and Coordinator to acknowledge and sign the recommendation of compliant. The fellow Board Members of Mrs. Jill Davisson and Mrs. Lynn Bell thanked them both for attending the State ECI Board Meeting in person on June 7, 2013 in Des Moines. A number of Board Members and Jenny listened to the meeting by phone. Jill and Lynn provided the board a summary of their experience presenting to the State Board. They asked Jenny to send them the State ECI Board's Chair mailing address. Mrs. Davisson moved to sign the document from the State TA Team acknowledging our LOE level of compliant. Mrs. Bell seconded. Motion was carried unanimously.

**Approval of Minutes:** Mr. Willey asked for comments on Board Meeting minutes dated 5-20-13 and Executive Committee minutes dated 5-20-13 and 6-3-13. None were offered. Mrs. Frick moved, Mrs. Kunau seconded to approve Board Meeting minutes dated 5-20-13, Executive Committee minutes dated 5-20-13 and 6-3-013 as written. Motion was carried unanimously.

### **Financial Report:**

a. Mr. Willey presented the FY13 budget and Coordinator's activity report. Mrs. Davisson moved, Mrs. Bell seconded to approve financial report as presented. Motion was carried unanimously.

b. Mr. Willey presented the corrective action plan document for Lutheran Services in Iowa, New Parent Program & Parent Education. Mrs. Hendrickson moved, Mrs. Kunau seconded to approve the corrective action plan as presented. Motion was carried unanimously.

c. Jenny presented the Board Members with the most recent guidance provided by the ECI State TA Team regarding changes in legislation specific to ECI.

d. Mr. Willey presented the FY14 proposed budget for submission to the ECI State TA Team. The Board Members reviewed the binder provided to all Board Members on 5-20-13 with renewal requests, financial comparisons, email correspondence and financial information. Mrs. Bell moved. Mrs. Hledik seconded to approve the FY14 as presented. Motion was carried unanimously.

**Hosting State ECI Board September 5<sup>th</sup> & 6<sup>th</sup>:**

Jenny presented a packet of information provided to us by Deb Scrowther, ECI State TA Team, regarding this event including itineraries from other boards that have hosted the event in the past. Jenny asked that Board Members review these documents and email her any suggestions as the committee works to develop the event.

**6-12-13 ECI Coordinator Meeting update:**

Mr. Willey presented the Board Members with the Early Childhood Iowa Area Directors Meeting, June 12, 2013, agenda. Jenny highlighted briefly a number of agenda items.

**Board Self Evaluation results:** The Board Members reviewed the document titled, FY14 ECI Coordinator Professional Development Plan and FY13 Board of Directors Self Evaluation summary 5-20-13. Discussion around the FY14 ECI Coordinator Professional Development Plan and the Board's FY14 Professional Development plan ensued and it was decided to focus on marketing, reviewing the State TA Teams LOE comments and responding by updating, adding and adjusting our processes as deemed appropriate by the Board Members, contact with legislators and meeting with providers. Mrs. Hendrickson moved. Mrs. Kunau seconded to accept the FY14 ECI Coordinator Professional Development Plan as presented. Accept marketing, review of LOE comments, correspondence with legislators and meetings with providers as the Board Members FY14 Professional Development Plan. Motion carried unanimously.

**Board Membership Update:** Jenny reported that she had contacted five clergy members in Jackson County. She has not heard back from one the rest have declined our request. Jenny is instructed to pursue a youth director in Clinton who has expressed interest in serving on our Board and report to the Executive Committee. The Board Members acknowledge the responsibility of adhering to legislation regarding gender equity and board composition.

**FY14 Board Meeting dates:** Mr. Willey presented the proposed FY14 meeting dates. One adjustment was made to the May meeting date. Mrs. Hendrickson moved. Mrs. Kunau seconded to accept the FY14 Board Meeting dates with the change to the May 19, 2013 date. Motion carried unanimously.

**New Business:** Dr. Mark Grey, PhD, University of Northern Iowa New Iowans Center, attended our meeting via GoToMeeting, per the invitation our Board sent him. Dr. Grey is particularly interested meeting with local ECI leadership to discuss Early Childhood efforts at the community level. It should be noted that the Board Members in attendance today battled tornado watches and warnings to attend the meeting today. Your effort and dedication did not go unnoticed. Jenny attended Felix Adler days on behalf of Clinton/Jackson ECI and the Dolly Pardon Imagination Library on Saturday afternoon, June 22, 2013. Mr. Willey asked if there was any further new business; none were offered.

**Adjourn:** By consensus, the meeting adjourned at 5:10p.m.

**Next Board Meeting August 26, 2013**

Respectfully submitted,

Jenny Kreiter, Clinton/Jackson ECI Coordinator