

CLINTON/JACKSON ECI BOARD MEETING

September 26, 2011

DeWitt, Iowa

Board Members Present: Lori Frick, Linda Nudd, Jessica Ihns, Pat Hendrickson, Lynn Bell, Jack Willey, Linda Hledik, Daniel Srp, Rev. Lynn Thiede, Pat Henricksen and Jenny Kreiter, Coordinator.

Board Members Excused: Jill Davisson, Charleen Smith, Karen Breitbach, Scott Hobart

Guest: Sheila Busch

Quorum having been established, Jack Willey called the meeting to order at 4:05 PM.

Introductions: The Board introduced themselves.

Board Membership: Mrs. Tara Michel has submitted her resignation from the Board due to recent legislative changes impacting the rules in regards to Board Membership. The Clinton/Jackson ECI Board was notified that the Maquoketa School District would be applying for preschool scholarships. Mrs. Michel is employed by the District and this makes her, by definition, a consumer. The Board thanks her for her service to our Board and willingness to serve our area children 0-5. It is with great regret that Mrs. Pat Henricksen moved to accept her resignation. Mrs. Linda Nudd seconded. Mr. Jack Willey called for a vote. All those present voted in favor of the motion. Motion carried.

Mr. Jack Willey led a discussion addressing gender balance and our efforts to recruit future Board Members.

Review of 8-22-11 Minutes: Mrs. Lori Frick moved to accept the minutes as printed. Mrs. Pat Hendrickson seconded. Mr. Jack Willey called for a vote. All those present voted in favor of the motion. Motion carried. A copy is attached to these minutes.

Bylaws: Jenny asked the Board to review the current Bylaws and suggested two changes on page eight. One, identify the public records officer for the Board and address how the public can access those records. Two, make one change from Empowerment to Early Childhood Iowa. Mr. Jack Willey also requested that he sign and date the Bylaws document. Mrs. Linda Nudd moved to accept the Bylaws with changes. Mrs. Pat Henricksen seconded. Mr. Jack Willey called for a vote. All those present voted in favor of the motion. Motion carried. A copy is attached to these minutes.

FY11 Annual Report: Jenny informed the Board that the FY11 Annual Report had been submitted on time and had passed through the technical review with no errors or revisions requested. Deb Scrowther of the State Technical Team who reviewed our annual report did make an error as she was not using the documentation she had approved at our FY10 Annual Report review in January of 2011. Jenny was notified by Shanell Wagler that the State Technical Assistance Team had lost our FY12 signed contract

agreements. They required that Jenny resubmit them a second time on behalf of the Clinton/Jackson ECI Board. This was completed and contracts are currently being processed. Mrs. Pat Hendrickson, Mr. Jack Willey, Mrs. Linda Hledik and Mr. Dan Srp participated in a brief discussion on the topic of an audit. The Board agreed to revisit this issue at a later date and with further guidance from the ECI State Technical Assistant Team.

FY12 budget: Jenny presented the FY12 Budget to the Board. She reported to the Board that she has a meeting set up with the YWCA and we will be working on a corrective action plan to address the Board's concern about their QRS rating. Jenny will be working with the Executive Committee to put the carry forward funds on the budget report for the month of October for the purpose of planning for FY12. Rev. Lynn Theide moved to approve the FY12 budget as printed. Mrs. Pat Henricksen seconded. Mr. Jack Willey called for a vote. All those present voted in favor of the motion. Motion carried. A copy is attached to these minutes.

Coordinator monthly activities report FY12: Board reviewed this report and a copy is attached to these minutes.

Executive Committee Meeting 9-12-11: Mr. Jack Willey reviewed the agenda with the Board. A brief discussion was held by the members regarding agenda items. A copy is attached to these minutes.

FY2012 Contract Management: Jenny has asked providers to come to our Board Meetings and present current information about our programs, data and outcomes. Heidi Hodvedt, our Child Care Nurse Consultant, will be presenting in October. Jenny has started and will be completing contract reviews on site with each provider by the end of October.

Levels of Excellence document: Jenny provided the Board members with organized large binders which have the LOE document and our support documents inside.

FY12 Marketing: Jenny will be presenting to the Board in October our first newsletter. Clinton/Jackson ECI Bookmarks and brochures are being developed along with our first article to be released to the newspaper.

FY12 ECI meeting schedule: Jenny reported to the Board that survey results indicated that November 28, 2011 would be the best meeting time for members.

New Business: Mr. Dan Srp reported that the Clinton Herald had an article about our I Smiles Program providing services to preschool children attending the YWCA program.

There being no further business, Mr. Jack Willey adjourned the meeting at 5:00PM.

Respectfully submitted by:
Jenny Kreiter, Coordinator