

## CLINTON/JACKSON COUNTIES ECI BOARD MEETING MINUTES

Monday, September 23, 2013 – 4:00pm

Francis Banta Wagonner Community Library, DeWitt, Iowa

### **Board Members Present:**

Jack Willey, Chair  
Daniel Srp, Vice Chair  
Jill Davisson  
Pat Hendrickson(by audio/GoToMeeting)  
David Hinds  
Linda Hledik  
Dr. Jessica Ihns  
Brenda Kunau  
Karen Breitbach  
Lori Frick  
Lynn Bell

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

Jenny Kreiter, C/J ECI Director

Chair Jack Willey called the meeting to order at 4:00pm. A quorum was present (11/11). 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.

**State ECI Board Event discussion:** Overall the Board Members felt the event was a success. Board Members discussed details about the two day event including the three site visits, the evening recognition reception and the State Board Meeting. Board Members thanked the legislators, providers, State and Local Board Members, State and Local ECI Staff and community members for making the Recognition Reception a great event! Jenny shared the numerous emails from State Board Members and the thank you note from Ms. Shanell Wagler. Dr. Ihns, Mrs. Hledik and Mrs. Kunau attended all or a portion of the Friday event. A discussion was held and information was shared about the State Board Meeting. The Board Members thanked Mr. Roger Pavey for welcoming the State Board to our area, the Board reviewed the document Mr. Pavey provided to attendees regarding Clinton/Jackson ECI Investment Evaluation. A copy of this document is attached. The Board Members requested specific information about the ECI State Board in order to increase their knowledge. Jenny will provide them with this information.

**Approval of Minutes:** Mr. Willey asked for comments on Board Meeting minutes dated 8-26-13 and Executive Committee minutes dated 9-9-13. None were offered. Mrs. Davisson moved, Mrs. Breitbach seconded to approve Board Meeting minutes dated 8-26-13 and Executive Committee minutes dated 9-9-13 as written. Motion was carried unanimously. Copies are attached.

### **Financial Report:**

- a. Mr. Willey presented the FY14 financial report and the Coordinator's activity report for FY13 and FY14. The Board discussed the EC Federal budget and Mrs. Hendrickson moved and Dr. Ihns seconded to approve increasing funding to the Child Care Nurse Consultant by \$4,720.73. Motion was carried unanimously. The School Ready and Early Childhood State funds were reviewed and Mrs. Kunau moved and Mr. Hinds seconded to approve the financial reports as presented. Motion was carried unanimously. A copy is attached.
- b. Mr. Willey presented the Contract File Checklist document which is in our program contract files for the Board Members to review and make any additions or changes.

c. Mr. Willey presented the ECI Stakeholder Alliance agenda for the September 10<sup>th</sup>, 2013 meeting in Des Moines. Jenny attended the orientation and the Stakeholders Meeting. The Board Members discussed writing a letter to support the Race to the Top application. Mr. Srp motioned and Mrs. Bell seconded to approve the Board submitting a letter of support to the State ECI TA Team. Motion was carried unanimously. Jenny will complete this document and email it to all Board Members for review prior to submission. The Board Members received a document which provided them with the Early Childhood Iowa Stakeholders Alliance vision/purpose statement and proposed strategic goals/strategies.

d. Mr. Willey presented the Early Childhood Iowa Area Directors Meeting Agenda for the September 11<sup>th</sup>, 2013 meeting in Des Moines. Jenny attended this meeting and the Board reviewed a document titled Early Childhood Funding. The Board Members discussed this document; Jenny will submit it to the State ECI TA Team when completed.

**New Business:** The Board Members reviewed and signed the approved conflict of interest statement. This is a yearly requirement of the Board Members as stated in our policy manual.

**Adjourn:** By consensus, the meeting adjourned at 5:05p.m.

Respectfully submitted,

Jenny Kreiter, Clinton/Jackson ECI Coordinator