

CLINTON/JACKSON COUNTIES ECI ANNUAL BOARD MEETING MINUTES

Monday, June 30, 2014 – 4:00pm

Francis Banta Wagonner Community Library, DeWitt, Iowa

Board Members Present:

Jack Willey, Chair
Lynn Bell
Brenda Kunau
Dr. Jessica Ihns
Linda Hledik
David Hinds

Board Members Excused:

Jill Davisson
Karen Breitbach
Pat Hendrickson
Dan Srp

ECI Staff Present:

Jenny Kreiter, Director

Guests attending meeting:

Kathy Richmond

Chair Jack Willey called the meeting to order at 4:10pm. Quorum was established at 4:20pm. A quorum was present (6/10). 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. Mrs. Kunau noted that the next Board Meeting is on August 25th not August 18th as noted on the 6-30-14 agenda. Jenny will change this and repost. No other comments were offered.

Approval of Minutes: Mr. Willey asked for comments on Board Meeting minutes dated 5-19-14 and Executive Committee minutes dated 6-2-14. Mr. Willey announced that Mrs. Frick has submitted her letter of resignation as she has recently been promoted to Eastern Iowa Service Area Manager. The Board Members thanked her for her years of service to Early Childhood Iowa. Dr. Ihns Moved. Mr. Hinds seconded to accept Mrs. Frick's letter of resignation. Mrs. Hledik moved. Mrs. Kunau seconded to approve Board Meeting minutes dated 5-19-14 and Executive Committee minutes dated 6-2—14 as written. Motion was carried unanimously. Copies are attached.

Financial Report: a/b. Mr. Willey presented the FY14 and FY15 financial report and the Coordinator's activity report. The Board reviewed expenditures in School Ready State, Early Childhood State and Early Childhood Federal. The Board Members held a discussion about focusing our FY15 funds in the Child Care Consultant contract with CCR&R on playground improvements. Ms. Richmond agreed with the need and focusing the funds on this item. Jenny will be meeting with the YWCA and CCR&R about these contracts - Spanish Translator, 2nd Shift Child Care, Early Head Start and Head Start Expanded. Jenny will report back to the Board at the next meeting. Mrs. Kunau moved. Mrs. Hledik seconded to approve both the FY14 and FY15 financial reports. Motion was carried unanimously. Copies are attached. Due to recent legislative changes and requirements in the area of fiscal management Jenny suggested that the Clinton/Jackson Early Childhood Iowa Board to notify our CPA that we will no longer be using their services. The Board Members requested that the letter sent on their behalf reiterates that it is only because of the State of Iowa requirements of the local Early Childhood Iowa Boards that we are ending services. Dr. Ihns moved. Mr. Hinds seconded to notify our CPA that we will not be renewing services with them starting July 1, 2014. Motion carried unanimously.

3rd reading of bylaws: The full Board participated in reviewing the bylaws. This will be reviewed at the next Board Meeting.

ECI Board self evaluation/professional development plan: Mr. Willey presented Tool AA with results of the Board Members self evaluation. Jenny requested each Board Member let her know the top three items they would like to focus on in FY15. Jenny will send this document out to the Board Members to review.

Tool B: Mr. Willey presented the document titled FY15 Clinton/Jackson ECI Board Activities/Events/Deadlines. This will be sent to the Board Members.

ECI Coordinator's Regional Meeting 6-20-14: Jenny attended this meeting which was held in Independence Iowa. Jenny reviewed the agenda and specifically talked about the changes which are required to meet the requirements' of Tool G. Jenny will be meeting with contractor's regarding Tool G and it is an attachment to all of our FY15 contracts. The FY14 Annual Report will be done online this year. No date has been set but Deb Scrowther told the Director's that we will be asked to attend a meeting in Des Moines to talk about ECI as a whole and moving forward. Jenny will keep the Board updated when she receives more information about this meeting.

New Business: No new business.

Adjourn: By consensus, the meeting adjourned at 5:10p.m. Our next ECI Board Meeting will be 6-30-14.

Respectfully submitted, Jenny Kreiter, Clinton/Jackson ECI Director