

CLINTON/JACKSON COUNTIES EARLY CHILDHOOD IOWA BOARD MEETING MINUTES

Board Members Present

via role call:

Bobbi Bartels-Poll
 Carlene Erikson
 David Hinds
 Jack Willey
 Jessica Ihns
 Linda Hledik
 Peggy Sellnau
 Rebecca Barnes
 Sarah Hogan

Board Members Absent:

Jim Irwin

Staff Present:

Gwen Deming

Guests:

Caroline Bredekamp
 Gabe Gluba
 Joanne Evans
 Pat Henriksen

Monday, August 31, 2020 – 4:00 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/89931403803>

This meeting was held via Zoom due to the Covid-19 restrictions on gatherings.

C/J ECI Board Meeting Called to Order/Roll Call: Jack Willey called the meeting to order at 4:00 p.m. Gwen Deming conducted roll call: Members present listed.

Review of Executive Committee Meeting Minutes from August 3, 2020: Board Members reviewed minutes from 8/3/2020.

FY2021 Preschool Scholarships Update: Gwen Deming stated there were 56 preschool scholarship requests, which is \$50,400 for the year at \$100 per scholarship. Gwen reminded the board members for the FY2021 C/J ECI Budget, \$20,000 has been earmarked for scholarships. Additionally, there will be approximately \$50,000 carry-forward funding from FY2020 that can be used toward scholarships. After board discussion, David Hinds made a Motion to approve up to 62 preschool scholarships, using carry-forward funding, with any further scholarships requiring an individual review. Sarah Hogan seconded the Motion; all ayes, Motion carried.

Director's Expenditure Report: Gwen Deming presented the final expenditure report for FY2020, stating it will be matched to the Clinton County Auditor's office (C/J ECI Fiscal Agent) for final review and certification. The Executive Committee will review the final expenditure reports before submitting it with the Annual Report. Jessica Ihns made a Motion to approve the expenditure report as presented; David Hinds seconded the Motion; all ayes, Motion carried.

Evotes: Gwen Deming presented three C/J ECI votes that were approved by the Board via email. Each Motion was read, along with each board member's vote as written below. David Hinds made a Motion to approve the evotes as presented; Jessica Ihns seconded the Motion; all ayes, Motion carried.

June 12, 2020	June 24, 2020	June 24, 2020
To fund FY21 Contracts at the full amounts requested, instead of the 15% reduction that was approved at the May 18, 2020 C/J ECI Board Meeting. This request is due to the State Legislature approving a status quo budget.	To allow a budget revision in the YWCA 2nd Shift Contract: Move \$3400 from wages (the center closed early for several week due to Covid-19), to supplies. Educational supplies to be purchased first, then purchasing items that will help promote health, such as hands-free soap dispensers and paper towel dispensers.	Request to propose to amend C/J ECI Policy 3.5, Review and Sign-Off of Contract. The Clinton/Jackson ECI Chair and the Contractor shall review and sign off, <i>with original or electronic signatures</i> , on the contract.
Barnes, Rebecca	Barnes, Rebecca	Barnes, Rebecca
Bartels-Poll, Bobbi	Bartels-Poll, Bobbi	Bartels-Poll, Bobbi
Erikson, Carlene	Erikson, Carlene	Erikson, Carlene
Hinds, David	Hinds, David	Hinds, David
Hledik, Linda	Hledik, Linda	Hledik, Linda
Hogan, Sarah	Hogan, Sarah	Hogan, Sarah
Ihns, Jessica	Ihns, Jessica	Ihns, Jessica
Irwin, Jim	Irwin, Jim	Irwin, Jim
Sellnau, Peggy	Sellnau, Peggy	Sellnau, Peggy
Willey, Jack	Willey, Jack	Willey, Jack
Yes 8	Yes 9	Yes 9
No 0	No 0	No 0
Motion Carried	Motion Carried	Motion Carried

Policies & Procedures Review - Section 1 - Board Operations; 1.1 Board Membership: Gwen Deming stated the suggested changes are as follows in **bold print**. Policy- Terms of membership on the board shall be three years, and the membership terms shall be staggered. A member can serve three consecutive terms, with one year gap before being eligible for reappointment to the Board.

Suggested change: A member may retain membership if there are additional vacancies available within the 15 board member maximum, with the majority of the Board's approval. Also, to change The Department of Human Services Representative to **Human Services Representative**, since it is not required to have a DHS Representative. Jessica Ihns made a Motion to approve that a member may maintain membership if there are additional vacancies available, with the board's majority approval, Bobbi Bartels-Poll seconded the Motion; all ayes, Motion carried. David Hinds moved to change the requirement to a Human Services Representative, not a DHS Representative; Linda Hledik seconded the Motion; all ayes, Motion carried. Gwen stated she would update the Policies & Procedures Manual. She also stated the By-Laws will need to be updated on pages 1, 2, & 4 to coincide with the Policy changes. These changes will be discussed at the next C/J ECI Board Meeting on September 28, 2020.

C/J ECI Board Nominations: The Board discussed Officer and Executive Committee Nominations. David Hinds made a Motion to nominate Jack Willey for Chair of the C/J ECI Board Linda Hledik seconded the Motion; all ayes, Motion carried. David made a Motion to nominate Linda Hledik for the Executive Committee; Jessica Ihns seconded the Motion, all ayes, Motion carried. Peggy Sellnau was nominated for Vice-Chair and Sarah Hogan was nominated for the Executive Committee, however, they haven't been C/J ECI members long enough to take those positions - March, 2021 will be when they are eligible. A new nomination for Vice-Chair will be requested at the September 28, 2020 meeting. Also Gabe Gluba, who has been absent from the C/J ECI Board for several months due to a change in employment, requested to return to the board as a member. David Hinds made a Motion to reinstate Gabe's membership; Jessica Ihns seconded the Motion, all ayes, Motion carried.

Review Performance Measures: The Board reviewed and discussed the FY2017- FY2020 Performance Measures, which FY2020's data will be included in the Annual Report. Linda Hledik moved to approve the performance measures for the annual report; Rebecca Barnes seconded the Motion, all ayes, Motion carried.

Review 4th Quarter Reports: Gwen stated she would email the reports to the board members for review.

Clinton County & Jackson County Dolly Parton Imagination Library: Caroline Bredekamp and Pat Henricksen gave updates about their Dolly Parton Imagination Libraries in Clinton & Jackson Counties.

New Business: Gwen Deming stated MercyOne and Genesis VNA are working on a community health needs assessment that C/J ECI may be able to partner with.

Monday, September 28, 2020 4:00 - 6:00 p.m. The Annual C/J ECI Open House will begin about 4:30 after a shortened Board Meeting.

Every child, beginning at birth, will be healthy and successful.