



# EARLY CHILDHOOD IOWA MUSCATINE COUNTY

~Promoting quality beginnings

## Board Minutes

Tuesday, September 21, 2021, 12:00 pm – 1:00 pm

<b>Board Members &amp; Staff:</b> <b>P = Present    A = Absent    E = Excused</b>		<b>Meeting:</b> Board Meeting
<b>Chair:</b> Pr. Aleese Kenitzer <b>P</b>	Nick Burns <b>P</b>	<b>Location:</b> Zoom, Virtual Meeting
<b>Vice Chair:</b> Tasha Wall <b>P</b>	Jody Young <b>P</b>	
<b>Treasurer:</b> Jerri Robison <b>P</b>	Tony Loconsole <b>P</b>	
<b>Secretary:</b> Scott Dahlke <b>P</b>		
	Director: Whitney Howell <b>P</b>	
	Minutes completed by Yesenia Cruz	

- 1) **Meeting called to order:** The meeting was called to order by Chair Kenitzer at 12:06 with introductions.
- 2) **Approval of Consent Agenda including agenda and minutes:** Motion to approve by Tony Seconded by Jody.
- 3) **Executive Committee Report:**
  - a) **Financials-** Jerry had a couple of things. Had to note that July and August claims for child care are included. Had a discussion on insurance fees and the items that are in excess of 20% which are the insurance payments. The total EC administration is 26% Howell stated that the executive board had approved everything. With that recommendation Kenitzer asked if the board motioned to approve the financials as presented. Dahlke approved and Tony seconded the motion. Motion was carried.
  - b) **Community Plan-** Howell stated that the executive committee had some conversation on the community plan, but it was being brought to the full committee for approval to submit to the state office. Robinson had asked Howell if she could explain what the designation committee is or does. Howell stated that every 5 years they have to look at the community data and decide where the needs are and that funds are being used for those needs. Dahlke mentioned that without the designation committee then our region would be combined with another region. The designation is to keep funds and programs in our region. Jerry motioned to approve the plan and was seconded by Tasha.
  - c) **Administrative Assistant opening-** Several applications had been received and interviews had been set up for Friday. Updates to come at the next meeting.
  - d) **Conflict of Interest forms:** Howell stated that she had sent an email to the board members she was missing a form from.
- 4) **Director Update:**
  - a) **Scholarships and transportation-** as of the 14th there was 20 preschool scholarships, 14 childcare, and 7 transportation- a stack of applications that still needed some supporting documents for approval.



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- b. ECI Professional Development- This month's topic was community partners. As a director what types of meetings are you attending, what kind of partnership are you cultivating in your communities.
- c. Eastern Iowa Childrens Mental Health- Howell was invited to a meeting to discuss what was going on in the areas and what needs were arising. A question had been asked about opportunities for training that board members have access to to be able to learn more and do more. Dahlke had mentioned that ACEs and Mental Health First Aid are great trainings.
- d. AIM- Working on some Childcare resource boxes and should be out by October 1st in West Liberty
- e. Results Based Facilitation Course- Howell participated and was able to host a mock meeting from a neutral standpoint
- f. Strive Together Convening- Virtual and Howell will be attending some workshops
- g. Governors Childcare taskforce Report- Still waiting for more space
- h. Regional Directors Meeting- Meeting was in person
- i. Association of ECI Area Boards- Two tickets for the annual conference- Howell will be attending so 1 ticket is left. A delegate needs to be chosen and a motion needs to be made. The executive committee recommended that Whitney would be great for this. Dahlke moved to vote Whitney as the delegate. Jerry seconded.
- j. Community Block party success- Kudos to Aleese for covering and stepping in for Whitney. Aleese had stated that it was a great success and there has been more name recognition of the program.
- k. Halloween at Saulsbury- October 22nd 6:30- 8:30. Drive through event

5) **Open Forum**:

6) **Next Meeting**: Tuesday October 19th 2021 at 12:00 PM

7) **Adjournment**: Meeting adjourned at 12:38 pm.