



EARLY CHILDHOOD IOWA MUSCATINE COUNTY

~Promoting quality beginnings

Board Minutes

March 16th, 2021, 12:00 pm – 1:00 pm

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

- 1) **Meeting called to order:** The meeting was called to order by Chair Kenitzer at 12:05 pm with introductions.
- 2) **Approval of Consent Agenda including agenda and minutes:**
Motion by Wall to approve. Seconded by Dahlke. All in Favor
- 3) **Financials – Current Claims – Expenditure Reports & Bank Statements:**
Robison was unable to attend but provided a report. Howell shared the financials for the month showing all are in order. TMPH Coordinated Intake is off by .01 again. Howell shared this had been discussed at their onsite visit and believes it's a rounding error in the excel formula. LSI claim for this month is late due to staff absence. Howell also shared that funds were moved from unspecified to a Mini grant line in order to track the Preschool Mini Grants. Motion to approve by Wall. Seconded by Burns. All in Favor.
- 4) **Intern Update:** Howell shared that the intern search has been extended for a second time. The executive committee had some good ideas to broaden our search and spend some money to advertise on indeed. Howell will also be reaching out to other accounting firms and nonprofits in the area. She will then touch base at the end of these two weeks with the Exec Committee.
- 5) **Mini Grant Applications:** Three applications were received from area preschools. Total amount of ask is just over \$7,000. The executive committee recommends approval from the full board. Motion to approve by Dahlke, Seconded by Loconsole.
 - a) Car seats – Howell shared she received an email update from LSI regarding car seat inventory. LSI shared they are low on inventory and could use some more. Howell shared we had purchased seat in 2019 and we have the funds under Early Childhood that we can spend up to \$1,000. Executive Committee recommends approving. Wall motioned to approve and Burns seconded.
- 6) **Director Update:**
 - a. **Childcare Ready Training –**
Starting later this month – so far 4 center staff from Muscatine have registered
 - b. **Virtual On-Site Visits**
Half done with virtual on-site visits, I will have a summary report to share next month



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c. Community Needs Survey

Survey is live – currently have 35 responses. Designation committee will review this information in the next month and then share with the board.

d. FY22 RFP

RFP is live and have had discussions with current and potential programs regarding applications

e. Association PD

This months PD topic was monthly reports and budget sheets

f. AIM

Legislative Event went well, possible provider round table in the future

7) **Presentation:** WAGE\$ - Lauren Linnenbrink

8) **Open Forum:** Community members and board members are welcome to speak to topics not on the agenda. The board cannot take action on topics brought up during this time.

9) **Next Scheduled Meeting:** The next board meeting is on **Tuesday April 20th, 2021**, 12:00 pm -1:00 pm via Zoom.

10) **Adjournment:** Meeting adjourned at 12:31 pm.