



# EARLY CHILDHOOD IOWA MUSCATINE COUNTY

~Promoting quality beginnings

## Executive Committee Meeting Minutes October 11th, 2022 11:30-12:00

<b>Committee Members &amp; Staff:</b> P = Present    A = Absent    E=Excused		<b>Meeting:</b> Executive Committee
<b>Chair:</b> Scott Dahlke P		<b>Location:</b> Zoom Virtual Meeting
<b>Vice Chair:</b> PR Aleese Kenitzer P	Director Whitney Howell P	
<b>Treasurer:</b> Tasha Wall P		
<b>Secretary:</b> Tony Loconsole P		
	Minutes completed by Whitney Howell	

**Called to Order:** The Executive Committee meeting was called to order by Dahlke at 11:32 am

### 1. Review of Consent Agenda:

- a. Review Agenda-
- b. Sept 20th, 2022 Meeting Minutes:
- c. Financials: Tasha stated everything is in order.
- d. Motion to approve consent agenda and financials No opposition. Motion carries.

### 2. Directors Update:

- a. **Strive Together Network Convening** - Howell attended multiple Early Childhood Education breakouts, and childcare. Howell felt that the Governor's Task Force in Iowa seemed to put us ahead of other States
- b. **Diaper Bank Giveaway** - 165 Families came through and we distributed over 20,000 diapers, New storage location will be at the New Community Foundation Building, Planning on late November move date.
- c. **National Diaper Bank Conference** - Howell will be attending their annual conference next week to network and learn about additional partnerships can be made
- d. **IWF Luncheon** - Howell attended this past week
- e. **AIM Data Event** - Howell presented to the group through one of the breakout sessions discussing Childcare and Kindergarten readiness data. Approx 50 people in attendance.
- f. **IWF** - Coming back to Muscatine to meet with the Business and Childcare group.
- g. **Statewide CPPC meeting** - Howell plans to attend their annual conference next week.

### 3. Bylaw & Policy & Procedure Updates:

Howell shared that the planning committee met and reviewed Bylaw and Policy and Procedure updates. No changes were made to the Bylaws other than reviewing. Policy and Procedure did have some updates as far as Succession Planning, Director Evaluation. We also had a conversation about additional board members. bylaws state we need 7. Howell reached out to board members again for ideas and referrals. Dahlke emphasized the need for someone from outside of Muscatine. Specifically looking into West Liberty. Howell will reach out to some contacts in West Liberty and see if she can find an interested individual. No opposition. Motion to approve passes.

### 4. Director & Board Evaluation Surveys:

Howell shared this is an annual review that we do to evaluate the Director and the Board. Howell also shared two surveys that can be sent out to all board members and community partners. for this evaluation. Both surveys are google forms. Howell will compile all board responses for the November meeting. Dahlke agreed he will compile the Director responses and review



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at the Executive meeting in November. Loconsole said his review of the surveys looked to be in order. Wall agreed it looks good to be sent out. All agree surveys can be sent out.

5. **Open Forum:** None
6. **Next scheduled meeting:** November 15th , 2022, 11:30 am at TBD
7. **Adjournment:** Meeting adjourned at 11:54am