

**Better Tomorrows Early Childhood Iowa Area Board**  
**Minutes of Meeting: December 6, 2012**  
**Kirkwood Vinton Center, 12:00 p.m.**

**Members Present:** Larry Vest, Nancy Farmer, Richard Arp, Frank Albertsen, Tim Sanderson, Nathan Hesson, Kathy Koehn, Darla Thiessen and Cindy Skopec.

**Members Absent:** Ron Buch and Sue Gates.

**Others Present:** Lori Hagg – Horizons, Laura Fisher - MICA, Kathie Readout – MICA, Lori Johnson – ECI Co-Director and Heidi Schminke – ECI Co-Director.

1. **Call to Order/Establish Quorum:** Vice-Chair Larry Vest called the meeting to order at 12 p.m. and introductions were made. Quorum achieved with 9 of 11 members present.
2. **Approval of Minutes** – Nancy Farmer made a motion, seconded by Tim Sanderson **to approve the October 3, 2012 board meeting minutes as presented.** Motion passed unanimously.
3. **Treasurer Report:** Lori reviewed the financials, noting funds are 65% expended. Discussion was held. Nancy Farmer made a motion, seconded by Kathy Koehn **to approve the financials as presented.** Motion passed unanimously.
4. **Horizons Report:** Horizons reported four new children and 32 families in their program. 100% of the families meet the family support criteria.
5. **MICA Report:** MICA reported 35 visits and 27 families enrolled.
6. **Stork's Nest Report:** Stork's Nest presented two parent programs, one on second hand smoke and the other on illness prevention.
7. **By-Laws:** The group reviewed the by-laws. No changes were noted. Discussion was held. Tim Sanderson made a motion, seconded by Richard Arp **to approve the by-laws as presented.** Motion passed unanimously.
8. **Community Plan:** The group reviewed the community plan. Discussion was held. Frank Albertsen made a motion, seconded by Tim Sanderson **to approve the community plan as presented.** Motion passed unanimously.
9. **Paid Time Off Request Procedures:** The group discussed the Paid Time Off Request Procedures for staff. Discussion was held. Richard Arp made a motion, seconded by Kathy Koehn **to have Lori continue to request through Public Health and Heidi would request time off through Nancy Farmer and Lori Johnson.** Motion passed unanimously.
10. **Board Member Recruitment:** The Board Member Recruitment application was discussed and changes will be made to the document. This will be revisited at the February meeting.
11. **Other Business:** No other business.
12. **Public Input:** Concerns were express about the proposed use of iPads next year. It was noted that funding for those could be included in the Parent Support proposals for next fiscal year.

13. **Board Professional Development:** Lori Hagg gave a presentation to the board on the Horizons program.

14. **Adjourn:** Tim Sanderson made a motion, seconded by Richard Arp **that the meeting adjourn.** Motion passed unanimously. Meeting adjourned at 1:00 p.m.

The next meeting will be held at 12:00 p.m. on February 6, 2013 at the Tama County Extension office.

Respectfully submitted,

Heidi Schminke  
Co-Director