

Better Tomorrows Early Childhood Iowa Area Board
Minutes of Meeting: April 3, 2013
Kirkwood Vinton Center, 12:00 p.m.

Members Present: Ron Buch, Larry Vest, Nancy Farmer, Richard Arp, Sue Gates, Frank Albertsen, Tim Sanderson, Nathan Hesson, Kathy Koehn and Cindy Skopec.

Members Absent: Darla Thiessen.

Others Present: Lori Hagg – Horizons, Kathie Readout– MICA, Janet Slimak Evone Vogensen – Kirkwood, Lori Johnson – ECI Co-Director, and Heidi Schminke – ECI Co-Director.

1. **Call to Order/Establish Quorum:** Chair Ron Buch called the meeting to order at 12:01 p.m. and introductions were made. Quorum achieved with 10 of 11 members present.
2. **Approval of Minutes** – Tim Sanderson made a motion, seconded by Nancy Farmer **to approve the February 6, 2013 board meeting minutes as presented.** Motion passed unanimously.
3. **Financial Report:** Lori Johnson reviewed the financials noting that we have 37% of funds remaining. We should be at 25% but there are still March bills to be paid. Discussion was held. Nancy Farmer made a motion, seconded by Kathy Koehn **to approve the financials as presented.** Motion passed unanimously.
4. **Co-Director Reports:** Heidi Schminke noted that staff was continuing work on Levels of Excellence documents including policies. Lori Johnson mentioned that preliminary figures for school ready show an increase of approximately \$6,000. The state is reviewing the performance measures and revisions may be made.
5. **State Director Meeting Report:** There has been no State Director meeting since the last board meeting, no update given.
6. **Horizons Report:** Lori Hagg noted that there were four new children from three families enrolled in their program. The success story was announcing that a family was able to purchase a home.
7. **MICA Report:** Kathie Readout stated that there are 47 families in their program. One area they have been focusing on is childhood obesity. The success story was a family being able to purchase a replacement crib for one that had been recalled with Stork's Nest points.
8. **Stork's Nest Report:** Lori Johnson presented the report stating that the program offers a new class topic each month and typically there are 11-18 parents attending.
9. **Tama County Public Health and Home Care Report:** Lori Johnson reported there were 4 new families enrolled in the program. There have also been 26 home visits year-to-date.
10. **Kirkwood Report:** None.
11. **QECE Report:** Heidi Schminke reported that there were 16 Infant/Toddler rooms and 22 Preschool classrooms participating in QECE this year. There are still 16 more classrooms to be evaluated this spring. The highest overall score is 6.39 out of 7.00.

12. **By-Laws:** The group reviewed the by-law changes at the February meeting. Discussion was held and there were no additional changes. Frank Albertson made a motion, seconded by Richard Arp **to approve the by-laws as presented.** Motion passed unanimously.
13. **Board Member Position Changes:** It was noted that since Ron Buch was no longer an elected official the Board would need to change his position to Citizen and make Sue Gates the elected official. Discussion was held on recruiting board members. Members whose first terms expire on June 30th are Nathan Hesson, Sue Gates and Cindy Skopec. The Board members are working to recruit more members. Frank Albertsen made a motion, seconded by Nancy Farmer **to approve the Board member position change.** Motion passed unanimously.
14. **Board Liability Insurance:** Lori Johnson presented draft figures from Heartland Risk Pool. In FY '13 the fee was \$1,807 and for FY '14 the estimate is \$1,597. Discussion was held. Sue Gates made a motion, seconded by Tim Sanderson **to approve continue with Heartland Risk Pool as our liability insurance provider.** Motion passed unanimously with Larry Vest abstaining.
15. **Staff Evaluations/Self-Evaluations:** Discussion was held on staff evaluations. Ron Buch and Larry Vest will compile information from the board members and meet with both Lori and Heidi individually for the evaluations. Staff will also complete a self-evaluation.
16. **Board Evaluations:** Each board member was asked to complete the Board Self-Evaluation document. Members will also complete the Professional Development Plan to be used in future planning.
17. **November Meeting Location Change:** It was brought to the group's attention that the Extension office would not be available for the November 6th board meeting. The new location for that meeting will be at the Tama County Public Health office, 129 W. High Street, Toledo.
18. **Other Business:** No other business.
19. **Public Input:** None noted.

Cindy Skopec left the meeting at 12:45 p.m.

20. **Board Professional Development:** Janet Slimak gave a presentation to the board on the Kirkwood Community College Provider Class program.
21. **Adjourn:** Tim Sanderson made a motion, seconded by Nathan Hesson **that the meeting adjourn.** Motion passed unanimously. Meeting adjourned at 12:53 p.m.

The next meeting will be held at 12:00 p.m. on June 26, 2013 at the Tama County Extension office.

Respectfully submitted,

Heidi Schminke
Co-Director