



**Early Childhood Iowa Area Board
Minutes
Thursday April 20, 2022
Union State Bank
611 Iowa Hwy 92
Winterset, Iowa 50273**

Board Meeting (Information)

Board Chairperson Martens convened the meeting at 6:30 p.m.

Attendance (Information)

(x means attendance at the meeting)

Board Members Present							
Adair County		Dallas County		Madison County		Warren County	
Open <i>Required Faith Representative</i>		Colleen Strohmaier <i>Required Business Representative</i>		Jacob Al-Mazora <i>Required Human Service Representative</i>	x	Open	
Brittany Shinn <i>Required Parent Representative</i>		Christine Lundy	x	Wendy Sawyer	x	Nancy Hopkins	x
Jessica Petter <i>Required Health Representative</i>	x	Open		Rita Martens	x	Nichole Gunn <i>Required Education Representative</i>	

Board members Petter, Lundy, Al-Mazora and Sawyer were present by electronic means.

4 R Kids Staff Present (Information)

Debra Schrader, Executive Director.

Others present (Information)

Gina Wells representing Child Care Resource and Referral, Myra Willms representing Dallas County ISU Extension, Ann Torbert, representing Dallas County ISU Extension, Joyce Westphal representing private therapist, and Paige Smothers, representing the State ECI Board member.

Distinction of Quorum (Information)

Board membership consists of no less than 8 members and no more than 12 members, with 9 positions filled at the beginning of the meeting; 6 board members were present at the meeting representing quorum.

Open Forum (Information)

None

Introductions (Information)

Introductions were made by Board members and the audience.

Board Professional Development (Information)

Representatives from Dallas County ISU Extension with the quality improvement project and the preschool enrichment project provided a presentation for the Board.

The Board also reviewed Tool DD - Cost Allocation.

Agenda (Action)

Board member Petter moved to approve the April 20, 2023 agenda. Board member Hopkins seconded. Motion carried unanimously.

Minutes (Action)

Board member Sawyer moved to approve the February 16, 2023 minutes. Board member Petter seconded. Motion carried unanimously.

Board Membership Application (Information)

There were no board membership applications to approve.

Board Membership Recruitment and Retention *(Information)*

Board members continue with recruitment efforts and strive for gender balance. The board has a range of board members from eight to twelve. There are three positions open on the board for Adair, Dallas and Warren County. Director Schrader has provided information on a prospective candidate that can serve in the faith representative requirement. Board member retention will remain a focus.

Board member Resignations *(Information)*

Board member Blazek resigned effective April 18, 2023.

Board member Terry resigned effective April 7, 2023.

Future Advocacy Events *(Information)*

Director Schrader met with Board member Al-Mazora regarding future advocacy and marketing events. More information will be available at the May meeting.

Contractor Onsite Review Report *(Information)*

Director Schrader provided a detailed FY23 contract performance review report to the board. The onsite program onsite reviews took place in February and March 2023. The report included onsite monitoring, a review of each agencies fiscal audit, review of client files and client enrollment criteria as well as the effectiveness of the programs. There were no corrective action plans recommended for FY23 contracts.

ECI Director Compensation and Review *(Action)*

The ECI Director's performance review was conducted by Board chairperson Martens and the responses were positive. The board had discussion regarding compensation for the executive director. Board member Hopkins moved to provide for a 5% raise for the executive director for the new fiscal year starting July 1, 2023. Board member Petter seconded. Motion carried unanimously. Director Schrader thanked the board for the compensation package for the upcoming year.

Finance Committee *(Action)*

The Finance Committee members reviewed budgets, payment vouchers, bank statements, and fund balance reconciliations prior to the board meeting. Board member Lundy moved to approve the February 2023 and March 2023 expenditures in the amount of \$104,181.6 and \$138,371.70 respectfully. Board member Hopkins seconded. Motion carried unanimously. It was noted the rate of spending for FY23 was 63.0% of school ready funding and 63.4% of early childhood funding.

Board Program and Service Committee

The committee did not meet. The next meeting is May 5, 2023 at 9:00 A.M. at the Madison County ISU Extension office.

Board Process Committee

The committee did not meet. The next meeting is August 27, 2023 at 9:00 A.M. by Zoom.

Administrative Update *(Information)*

Director Schrader disseminated an administrative update and items included:

- FY22 audit;
- Letter of support for state ECI board;
- Marketing events;
- Budget and contractor updates;
- FY24 state allocations;
- Child abuse prevention update;
- Association legislative breakfast;
- ICAP grant;
- Health and Human Services alignment;
- Success story;
- Early Childhood committee updates;
- Professional development activities;
- Marketing and public awareness activities.

Miscellaneous Board Updates *(Information)*

None.

Next meeting *(Information)*

Meeting adjourned at 7:34 p.m. The next meeting is May 18, 2023 at Union State Bank in Winterset.