



**Early Childhood Iowa Area Board
Minutes**

**Thursday April 18, 2024
6:30 P.M.**

**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
Christine Lundy <i>Required Education Representative</i>		Colleen Strohmaier <i>Required Business Representative</i>		Jacob Al-Mazora <i>Required Human Service Representative</i>		Catherine Reaman-Gerdes
Brittany Shinn <i>Required Parent Representative</i>	x	Deb Hansen	x	Wendy Sawyer <i>Required Faith Representative</i>	x	Nancy Hopkins
Jessica Petter <i>Required Health Representative</i>	x	Open		Rita Martens	x	Jacob Gunn

Board members Hansen, Petter, Sawyer, Reaman-Gerdes, Shinn, Hopkins, and Gunn present by electronic means.

4 R Kids Staff Present (Information)

Debra Schrader, Executive Director.

Others present (Information)

Kristi Vasey (Orchard Place/Child Care Resource & Referral), Myra Willms and Val Cameron (Dallas County ISU Extension).

Distinction of Quorum (Information)

Board membership consists of no less than 8 members and no more than 12 members, with 11 positions filled at the beginning of the meeting; 8 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 who administers the quality improvement project and preschool enrichment project provided a presentation. Dallas County ISU Extension presented a County Service Award to Director Schrader for outstanding support and personal involvement. Director Schrader thanked Dallas County ISU Extension for the nomination and recognition. The Board also reviewed ECI community plan requirements and designation requirements.

Agenda (Action)

Board member Reaman-Gerdes moved to approve the April 18, 2024 agenda. Board member Petter seconded. Motion carried unanimously.

Minutes (Action)

Board member Hopkins moved to approve the February 15, 2024 minutes. Board member Petter seconded. Motion carried unanimously.

Board Membership Recruitment and Retention *(Information)*

Board members continue with recruitment efforts. The board has a range of board members from eight to twelve. There is one position open on the board for Dallas County. Board member retention will remain a focus.

Contractor Onsite Review Report *(Information)*

Director Schrader provided a detailed FY24 contract performance review report to the board. The onsite program onsite reviews took place in February and March 2024. 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 FY24 contracts. It was noted that several Board members attended the onsite reviews and the contactors were greatly appreciative engagement.

Additional Funding Request *(Action)*

Board member Hopkins moved to approve a funding request of \$3,125.00 to Dallas County ISU Extension for infant and early childhood mental health consultation. Board member Petter seconded. Motion carried unanimously.

ECI Director Compensation and Review *(Action)*

The ECI Director's performance review will be conducted by Board chairperson Martens in the next few weeks. 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, 2024. 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 Reaman-Gerdes moved to approve the February and March 2024 expenditures in the amount of \$94,832.98 and \$136,013.21 respectively. Board member Petter seconded. Motion carried unanimously. It was noted the rate of spending for FY24 was 60% of school ready funding and 75% of early childhood funding.

Board Program and Service Committee

There was no new business so the committee did not meet. The committee will meet May 3, 2024.

Board Process Committee *(Information)*

There was no new business so the committee did not meet. The committee will meet sometime in August 2024.

Administrative Update *(Information)*

Director Schrader disseminated an administrative update and items included:

- FY23 fiscal audit update;
- FY25 request for renewal;
- FY25 budgeting and funding plan;
- New Parent Program home visitation concerns;
- IV-E funding pilot; It is to be noted the Board has concerns with participating in the pilot project.
- Greater Des Moines Partnership presentation;
- FY24 potential carryover;
- Child abuse prevention month;
- Overcoming Barriers training;
- Connections Matter training;
- Kratom training;
- Crayons to Pencils recognition
- Success story;
- Early Childhood committee updates;
- Professional development activities;
- Marketing and public awareness activities.

Miscellaneous Board Updates *(Information)*

No new updates.

Next meeting *(Information)*

Chairperson Martens adjourned the meeting at 7:45 p.m. The next meeting is May 16, 2024, 2024 at Union State Bank in Winterset.