



Board Processes Committee Minutes

Thursday February 5, 2026 at 9:00

Meeting By Zoom

Attendance

Board members present were Christy Lundy, Jake Gunn, Shelley Flanery, and Rita Martens.

Staff present, ECI Director Debra Schrader.

The meeting took place by Zoom. Christy Lundy will be the reporter for the February 19, 2026 board meeting.

Legislation

Current legislation was reviewed. HSB623 was introduced at the Iowa House HHS subcommittee February 4, 2026. The subcommittee tabled the bill and it will not be moving forward. The companion bill SSB3111 has been introduced in the Senate and the HHS subcommittee has not set a date yet. Director Schrader attended the House sub-committee and plans to attend the Senate subcommittee.

FY25 Marketing and Public Awareness Evaluation *(information)*

The committee completed a review of the marketing and public awareness activities performed in FY25. During FY25 a total of \$1,429 was expended which was decrease increase from FY24. It was also noted that a marketing and public awareness plan is no longer a state requirement for an ECI board, however the 4 R Kids ECI board has continued to have a marketing and public awareness plan.

Summary of Marketing and Public Awareness	
1.Community Events	3 activities serving an estimated 750 people
2. Website	Average 13 hits per day; U.S. utilizes the website the most, Germany second
3. Media Relations	There was no news articles published
4. Newsletters	4 newsletters published with 1,159 recipients
5. Printed materials	Annual report and executive summaries were printed and distributed to community members
6. Social media	259 Facebook likes, up 1 from the previous year 52 LinkedIn connections, up 1 from the previous year
7. Legislative advocacy	Annual Association of ECI Boards and Advocates conference attendance. Attended Association legislative breakfast on the hill meeting with several legislators As a member of the Association the 4 R Kids Board there was representation at the capital daily during the legislative session.
8. Community outreach	Provided 0 presentations to the community.
9. Early Childhood Committees	32 early childhood committees represented serving all 4 counties

Annual Board Bylaws Review *(action)*

The committee recommends changes to the bylaws with one minor change, posting the agenda will change from Adair, Dallas, Madison, and Warren County I.S.U. Extension office to just the Dallas County I.S.U. Extension office. No other changes are needed.

Policy and Procedure Manual Annual Review *(action)*

- Minor changes are recommended to 9 policies that reference “school ready and early childhood grants” to change the language to “Iowa Early Childhood Grant fund.”
- A new policy is recommended for a credit card to assist with administrative expenses for the 4 R Kids ECI board.

Personnel Handbook *(action)*

Minor changes are recommended to the ECI director job description, meal and hotel expenses and adding an additional holiday.

FY27 Meeting Calendar *(information)*

The FY27 4 R Kids ECI board meeting calendar has been drafted and will mirror the previous year’s calendar.

Adjourn

Meeting adjourned at 9:50 A.M.