

Quad Counties 4 Kids Board Meeting Minutes
Wednesday, August 23, 2023
Creston Elementary School – 805 Academic Ave, Creston, IA 6:00 PM

Chairperson Don Gee called the meeting to order at 6:02 PM. with the following members in attendance: Angie Mullen, Jim Karp, Al Rusk, Jen Frederick, Sandra Donaldson.

Excused Absent:, Kristina Harris, Steve Knapp, Kristyn Mercer

Unexcused Absent:

Others Present: Jenny Robinson, (Director)

Public Guests: None

Additions/Approval of Agenda

The agenda for the meeting was reviewed. Angie Mullen moved that the agenda be approved. Jen Frederick seconded the motion, which passed unanimously.

Approval of Minutes of June 28, 2023 Meetings

The minutes of the June 28, 2023 meeting were reviewed.

Jen Frederick moved to approve the minutes as presented. Sandra Donaldson seconded the motion which passed unanimously.

Public Comments

No public comments.

Report from the Finance Committee

The following is recap of revenue and expenses as listed on the financial report and ledger for FY2023 and FY2024:

- FY2023 Early Childhood: Financial Report and Ledger distributed for review. Total spent FY2023 \$54,839.32 or 85.65% of funds with a carry over balance of \$9,188.95 or 17.28%.
- FY2023 School Ready: Financial Report and Ledger distributed for review. Total spent \$340,413.32 or 85.23% of funds YTD, with a carry over balance of \$59,013.77 or 17.6%.

Angie Mullen moved to approve the FY2023 financial reports and ledgers as presented. Al Rusk seconded the motion which passed unanimously.

- FY2024 Early Childhood: Financial Report and Ledger distributed for review. Total spent FY2023 \$2,864.52 or 5.01% of funds YTD.
- FY2024 School Ready: Financial Report and Ledger distributed for review. Total spent \$27,798.58 or 7.34% of funds YTD.

Jen Frederick moved to approve the FY2024 financial reports and ledgers as presented. Angie Mullen seconded the motion which passed unanimously.

Director Report to the Board

Calendar items were presented to the board for review.

Highlights included, HHS townhall meetings and ECI special meeting with Dr. Garcia that Director and Board Chair attended regarding the HHS re-alignment project. Encouraged board to reach out to legislators regarding the re-alignment timeline and the importance of local decision making.

Information and handouts were given to the board regarding a new Child Care Assistance flyer, along with the child care workforce pilot program that is a 1-year pilot program that started July 5, 2023.

End of Year Family Support Review

End of Year Summary for Family Support programs were reviewed. Quad County programs served 144 children, 106 families, 57 group based parent education meeting and 1,175 home visits for FY2023 with 25.5% prenatal families enrolled.

FY2023 Annual Report

FY2023 Annual Report is due September 15, 2023. Board reviewed the annual report data and FY2023 Early Childhood and School Ready Financial Statements for the annual report.

Angie Mullen moved to approve the FY2023 EC and SR financial reports as presented. Al Rusk seconded the motion which passed unanimously.

Board reviewed the FY2023 Executive Summary.

Bylaws and Policy Amendments

Bylaw-policy review committee met and has made amendments. Director prepared the revised policies with recommendations and committee will review final draft and present at the next board meeting on October 25 for board approval.

Committee reviewed with board and recommended updating policy 2.7 to match bylaws and have no limits on the number of terms a board member can serve and policy 2.1 to reduce the number of required board members on the board to 6-10 members.

Al Rusk made the motion to approve the change to policy 2.1 for no limits on the number of term limits are served by a member and 2.7 to reduce the number of required board members on the board to 6-10 members. Jen Frederick seconded the motion which passed unanimously.

FY2024 Annual AECIABA Representative

As a member of the Association, local ECI boards are required to identify a delegate/representative annually.

Al Rusk made the motion to designate Angie Mullen as the FY2024 AECIBA designated representative for the board. Jen Frederick seconded the motion which passed unanimously.

Board Professional Development

Membership review. Steve Knapp's term is expiring 8/31/2023 and he will not be renewing his term.

Code of Ethics policy was added to the Conflict-of-Interest form.

Al Rusk moved to approve the revised Conflict of Interest/Code of Ethics policy. Jen Frederick seconded the motion which passed unanimously.

All board members will need to sign the annually policy and return to director.

Next Meeting Dates

The next meeting will be October 25, 2023 at the Creston Elementary School at 6:00 PM.

Adjournment

Angie Mullen moved to adjourn the meeting. Sandra Donaldson seconded the motion, which passed unanimously.

The meeting adjourned at 6:55 PM.

Respectfully Submitted,
Jenny Robinson, Director

Sandra Donaldson, Recording Secretary