

Children First Board meeting minutes

4-26-2021, Zoom only

At 1:05 pm this meeting of the Children First board was called to order with the following present:

Board members: Carolyn Baker, Dr. Amanda Gerber, Rich Harlow, Mike Linnenbrink, Melissa Mahon, Mark Meek, Kathy Osipowicz, Kayla Schwartz, and Amanda Swan. Quorum was met with 9 of 11 board members present.

Board members not present: Meagan Vogel and Ryan Wilson

Director: Ginger Knisley

Guests: Adam Robinson and Sarah Maxwell Leckband of RVAP and Jolene Dilks of The Learning Tree

*All votes taken by roll call

There was a **motion** by Rich with a second by Amanda S. to approve today's agenda. All voted aye.

There was a **motion** by Mike with a second by Carolyn to approve the minutes from the last meeting as written. All voted aye.

Annual Presentation to the Board –

Sarah gave a detailed presentation to the board regarding the Child Sexual Abuse Prevention programming RVAP has provided in FY21 including a short video clip explaining Darkness to Light. She explained that in this first year of the grant they had to shift greatly from their original plan due to COVID. Outreach and recruitment for the trainings was greatly hindered by having to do it all virtually. To date they have provided 8 trainings and have three more scheduled for 5/5/21, 5/17/21, and 6/2/21. These trainings are provided free of charge to child care providers, parents, and community members.

Kayla left the meeting at 1:25 pm, quorum was maintained with 8 of 11 board members present.

Jolene gave a presentation to the board on the curriculum purchased to improve their preschool program at The Learning Tree. Handwriting without Tears was purchased with Children First funds and staff were trained to use the curriculum. It has been going very well and covers social/emotional learning as well as literacy. The center is working on getting their preschool program in line with the public school programs in order to best prepare children to enter the k-12 system ready to learn.

Director Report

Ginger gave a Director report including updates on board business, legislation, statewide director's meeting, and board membership. Discussion took place regarding mental health and Ginger reported she is hearing that there are increased cases of CA/N and mental health issues in general. Dr. Gerber offered that she is becoming aware of the contrary with every one of her patients having access to a therapist thanks to telehealth and the overall suicide rate in 2020 was at a low in comparison to previous years (noting that in certain sectors such as health care and law enforcement it was higher). She feels the mental health statistics will follow socioeconomic lines for the most part. Ginger also reminded board members to please look over the board membership matrix and notify her of any changes needed to mailing addresses for board members.

Bylaws

It was noted that the bylaws committee is due for the annual work of reviewing the bylaws and making a recommendation to the board. Ginger shared that some other ECI areas have eliminated term limits for general membership as well as officer positions and invited discussion on this topic. Some feel that it is a shame to lose years of experience just because a certain amount of time has passed, while others feel it is important to have fresh new perspectives on a board. Ginger will work with the committee to develop more flexible language. It was decided the bylaws committee (Amanda S., Mark, and Carolyn) would hold discussion via email over the next month in preparation for a vote on possible changes at the June meeting.

FY22 Application summary and budget updates

Ginger reviewed the summary of applications received for the FY22 funding. She was surprised Sieda did not apply. Dr. Gerber stated she would reach out to her contacts at Sieda as she believes there are some organizational issue there and they do indeed need the funding. Ginger shared that she would distribute the packets to the board over the next week or so with some hand delivered and some mailed. She also let board members know that ECI is expecting an overall increase in FY22 for the first time in over a decade but it is not known at this time what amount that will be.

Annual Evaluation and Compensation discussion for Children First Director

Mark read the notes from the Executive Committee meeting that took place just prior to the board meeting today. The committee recommendation is to continue to employ the Director and give her a 3% raise effective 7/1/2021. There was a **motion** by Rich with a second by Kathy to accept the Executive Committee recommendations. All voted aye.

Rich left the meeting at 2:29 pm, quorum was maintained with 7 of 11 board members present.

Financial Report

The expenditures and revenues from March 2021 were reviewed. Ginger stated there were no unexpected expenditures in the month of March but she is nervous about a few programs fully spending their allocation as they are lagging at this time. She has been assured via multiple emails that they will all spend the funds. There was a **motion** by Carolyn and a second by Dr. Gerber to accept the financial reports for March 2021. All voted aye.

Discussion took place regarding possible ways to spend down the remaining surplus funds from FY20. The board is cautious about spending money just to spend it and wants to reserve some funds at this time in case there is an emergent need in the next month or so. They did approve of Ginger making a large purchase of books aimed at improving the mental health of children and distribute them to the child care sites as recommended by Jamie Beskow. This falls well within quality improvement and does not require a budget amendment. Ginger will also allow KCCD to move forward with their new signing as recommended by Cheryl Flaatten during the course of her work with the Partners for Success program. There was a **motion** by Melissa with a second by Kathy to move forward with the above two expenditures. All voted aye. There remains approximately \$2,000 to spend by June 30, 2021 in EC funds to get below the required limit of 20% carry forward.

Board member report out of EC issues & Public Comment

There were no additional comments from board members or the public.

Adjourn– There was a **motion** by Amanda and a second by Carolyn to adjourn the meeting at 2:43 pm. All voted aye.

The next **Children First board meeting** will be held in person at the Donnellson Community Room with a possible Zoom option on Thursday, May 20, 2021 from 9:00 am to 1:00 pm. The morning will be an informal discussion with deliberation of FY22 applications and budgets with the formal meeting taking place with lunch provided at 12:30 pm.

Gk

Date approved _____ Board officer signature _____