**Tuesday, May 21, 2019, 12:00 pm – 1:00 pm**

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| **Board Members & Staff:**  **P = Present A = Absent E = Excused**   |  |  | | --- | --- | | **Chair:** Andrew Fangman **P** | Tasha Wall **P** | | **Vice Chair**: Pr. Aleese Baldwin **E** | Afi Awoussi **E** | | **Treasurer:** Brad Spratt **E** |  | | **Secretary**: Jody Riibe **P** (by phone) |  | | Jerri Robison **P** | Director: Whitney Howell **P** | | Scott Dahlke **E** | Staff: Debbie Boos **P** | |  | Minutes completed by Admin Coord | | **Meeting:** Board Meeting  **Location:**  1422 Houser St.  Muscatine, Iowa 52761 |

1. **Program Update – CCRR Quality Enhancement**: Since there was not a quorum, Tessa Amato from CCRR presented a program update to the board. She reported that they have eight business kits in process with ten that have completed the entire process. This program should have no more than $500 left at the end of the year. There are 11 programs, centers and homes, in Muscatine County that are QRS rated. This represents 20%.

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| **# of Programs** | **QRS Level** |
| 1 | 5 |
| 1 | 4 |
| 3 | 3 |
| 6 | 2 |

1. **Meeting called to order:** The meeting was called to order by Chair Fangman at 12:09 at which time there was quorum.
2. **Approval of Consent Agenda:** Executive Committee moved Item E to Item C and Program Update was moved to the top of the agenda. The previous meeting minutes were reviewed and no changes were made. Robison moved to approve the agenda as amended, second by Spratt. Unanimously approved. Wall moved to approve the previous month’s minutes, second by Robison. Unanimously approved.
3. **Executive Committee Report:**
4. Financials – Current Claims – Expenditure Reports & Bank Statement: Spratt presented the claims to the board and moved to accept the Executive Committee’s recommendation to approve payment, second by Robison. Unanimously approved.
5. Approval of Fiscal Agent & Employer of Record Agreements with Muscatine Community School Board: The school board voted at their last meeting to become fiscal agent and employer of record for ECIMC. Spratt added that there will be an addendum for office space for three years. Robison moved to accept these agreements, second by Spratt. Unanimously approved.
6. WAGE$ Request for Year-End Spending: The recommendation from the Executive Committee is to keep the carry forward and use it for next year. When the board approved this same request last year, it was approved only as a one-time occurrence. The board wanted to encourage the program in acquiring full participation and was afraid that a year-end bonus would be a discouragement of that goal. Spratt moved to reject the WAGE$ request, second by Robison. Unanimously approved.
7. FY20 Funding Recommendations: The following is the Program Committee’s recommendations on funding for FY20. There was less money received from the state, approximately $70,000. The professional development for the paras at West Liberty Early Learning Center and the Family Program Services at the Muscatine Community YMCA are not being funded next year. The state legislature has added $500,000 to Early Childhood funding so these numbers are not finalized. This year ECIMC will fund Imagination Library through the United Way. Spratt moved to approve the funding based on the Program Committee’s recommendations, second by Wall.

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| **Early Childhood Iowa Muscatine County FY2020 Awards** | | |
| **Organization Name** | **Program/Project** | **Fiscal 20 Award** |
| Lutheran Services of Iowa | Home Visiting HOPES & PAT | $142,031.00 |
| Iowa State University Extension and Outreach | Buy Eat Live Healthy | $6,366.96 |
| Trinity Public Health | Coordinated Intake | $23,038.00 |
| West Liberty Early Learning Center | Bilingual Health Associate | $13,434.27 |
| IAEYC | Wage$ | $16,500.00 |
| Trinity Public Health | Child Care Nurse Consultant | $48,951.00 |
| United Way of Muscatine | Imagination Library | $8,000.00 |
| Muscatine County Preschools | Preschool Scholarships | $49,157.06 |
| Muscatine County | Daycare Scholarships | $12,367.05 |
|  | **Program Sub Total** | **$319,845.34** |
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| **All Awards Pending Final Funding From Early Childhood Iowa** | | |

1. Purchase of Car Seats for LSI to Distribute as Needed: Program Committee recommended accepting LSI’s request for car seats. Riibe moved to approve up to but not to exceed $500, second by Spratt. Unanimously approved.
2. ICAP/Insurance Renewal: There are no changes to this renewal. It requires board approval. Wall moved to accept the renewal, second by Robison. Unanimously approved.
3. July Meeting Date Change from July 16 to July 23: The date of the July meeting is being moved to July 23 in order to accommodate year-end claims which are due July 15. Spratt moved to accept the date change, second by Robison. Unanimously approved.
4. **Director Update**: Howell reported that she has been very busy working with the Program Committee this past month and is looking forward to the next fiscal year.
5. **Open Forum**: Community members and board members are welcome to speak to topics not on the agenda. The board cannot take action on topics brought up during this time.

Tessa Amato asked the board about the level of QRS rating for preschools in relation to our scholarships. Preschools must have any QRS level to participate in the scholarship program.

Our guests today included Alison Daufeldt, Melissa Tucker, Tessa Amato, and Lauren Linnenbrink.

1. **Next Scheduled Meeting:** The next board meeting is on **June 18, 2019**, 12:00 pm -1:00 pm at 1422 Houser St., Muscatine, IA.
2. **Adjournment:** With no further business and no objections, Spratt moved to adjourn at 12:25, second by Robison. Unanimously approved.