



Community Empowerment Board Minutes

Date: Thursday, September 8th, 2011 at 12:30 p.m.

Location: The Pizza Ranch
Manson, IA

LINKING FAMILIES AND COMMUNITIES (Early Childhood Iowa Area) met on Thursday, September 30th, 2011, at 12:30 p.m. at The Pizza Ranch, Manson, IA.

Members present: Paul Beneke, Tina Kastendieck, Mark Egli, Liz Wessels, Pam Anderson, Melanie Fierke, Dean Hoag Sr., & Joe Kramer

Members absent: LuAnn Burgers, Phil Condon, & Kelly Vonnahme

Community members present: Elizabeth Stanek, Marcie Lentsch, Kari Prescott, Tricia Nichols, Kelly Phelps, Amber Ziesman & Brenda Snook

The meeting was called to order by chair Paul Beneke at 12:31 p.m. Quorum was met. The Early Childhood Iowa Area Board made introductions. Members of the community also made introductions.

Minutes from the last board meeting were reviewed. Motion was made by Ms. Wessels, seconded by Mr. Hoag to approve the minutes of the June 9th, 2011 Board Meeting. Motion was passed with no dissenting votes.

Ms. Stanek reported that she did not have financial statements to present to the board at this time.

Ms. Stanek reviewed FY11 end of the year program reports to the board for all programs. She stated that all programs reports were submitted complete and by the date due, except for the report submitted by the Family Resource Center. The report was not complete although submitted on time. At that point, Ms. Stanek held their last payment and Ms. Stanek was told by the contractor that a situation with the now former employee had created problems in getting the data required to complete the report. Ms. Stanek wrote a letter to the agency giving them additional time to complete the report. Ms. Stanek stated that their completed report was submitted by the date due as established in the letter. After some discussion, Mr. Kramer suggested writing a letter to the Family Resource Center requesting that they provide proof of the data to back up the FY11 programs' funds. A motion was then made by Mr. Kramer to delay payment pending submission of supporting data by the contractor to substantiate the report filed, seconded by Fierke. Motion was passed with no dissenting votes.

Next, board members reviewed the Annual Report with Ms. Stanek. No issues were posed during discussion. Motion was made by Mr. Egli to approve the FY11 Annual Report, seconded by Mr. Hoag. Motion was passed with do dissenting votes.

Ms. Stanek informed the board that the Strategic Plan would be up for revision in September 2012. Ms. Stanek invited board members to design a group who would

assist with the revision of the strategic plan. Board members felt that it could be done within the Executive Committee meetings.

Copies of the FY12 budget were handed out to all board members. After reviewing the budget, Ms. Stanek posed questions in regards to transportation funds. Due to the high volume of tuition scholarships still being processed, the board decided to allocate partial funds from the Early Childhood budget to start funding transportation. Mr. Kramer made a motion to allocate \$83,000 of Early Childhood funds for preschool tuition reimbursement, and \$39,444 to transportation, seconded by Ms. Anderson. Motion was passed with no dissenting votes.

Ms. Wessels left the meeting at 1:55 p.m. Quorum was still met.

North Central Home Care submitted a letter to the board requesting a new timeline for their completion of the Family Foundations Credentialing process. Some board members hesitated on the timeline being reasonable, and Ms. Snook reassured the board that NCHC would be able to meet this timeline as documented in their letter. Motion was made by Egli to accept the letter from NCHC with their new timeline for completion of the process and achievement of the Iowa Family Support Credential, seconded by Ms. Anderson. Motion was passed with no dissenting votes.

Ms. Stanek stated that at the June 30th board meeting, Ms. Anderson agreed to serve on the Finance Committee and Ms. Wessels agreed to serve on the Executive Committee, but it was not on the agenda as an action item. Mr. Kramer made a motion to elect Ms. Anderson to serve on the Finance Committee and Ms. Wessels to serve on the Executive Committee, seconded by Mr. Egli. Motion was passed with no dissenting votes.

Motion was made by Mr. Hoag, seconded by Ms. Fierke, to adjourn the meeting at 2:25 p.m. Motion passed with no dissenting votes.

Next Meeting: December 8th, 2011 (12:30 p.m.) at Pizza Ranch in Manson

Respectfully Submitted By: Marcie Lentsch