



BOARD MINUTES – 1/21/2022

LINKING FAMILIES AND COMMUNITIES (Early Childhood Iowa Area) met on Friday, January 21, 2022 at 1:00 p.m. in the 2nd floor conference room of the Wells Fargo Building, Fort Dodge, IA.

Members present:

Clarence Siepker
Bob Thode
Justin Daggett
Tabitha Acree

Scott Becker
Tammy Varland
Kristin Teske

Members absent:

None

Community members present:

Rebekah Hungate
Jami Huster

Elizabeth Stanek

The meeting was called to order by Chair, Clarence Siepker at 1:00 p.m. Quorum was met.

Approval of Agenda

Mr. Siepker asked if there were any changes or additions to the agenda. No changes were suggested.

MOTION: Ms. Varland moved to approve the agenda as presented.

SECOND: Mr. Becker

Discussion: None

ACTION: Motion passed unanimously.

Approval of Minutes

Mr. Siepker asked for a motion to approve the minutes of the November 12, 2021 Board Meeting.

MOTION: Mr. Becker moved to approve the minutes as printed.

SECOND: Mr. Thode

Discussion: None

ACTION: Motion passed unanimously.

Public Comment

None.

Board Questions

None.

Child Care Consultant Update – BIP & PD

Ms. Huster, Child Care Consultant for Child Care Resource & Referral (Mid-Sioux Opportunity, Inc.) provided an update to the board on the Professional Development contract and the Business Investment Program. The following professional development classes will be taking place this spring: Nurtured Heart, Positive Behavior Interventions and Supports & Adverse Childhood Experiences. Ms. Huster mentioned that it is difficult to find



locations in which to hold trainings due to COVID and locations aren't normally open in the evening or on a Saturday when child care providers can take training.

The Business Improvement Program (BIP) has allocated \$12,000 (59%) of the funding to 12 programs (5 non-registered, 4 registered home providers and 3 centers) Two of the 12 are in Calhoun County, while the remaining 10 are in Webster County.

Ms. Huster reported that there are some new programs starting in Fort Dodge. She had a few new home providers that are going through the process of becoming registered, but the progress is slow and she's had many that start that don't finish. Huster also noted that a few centers have received American Rescue Plan funds (federal) that have been funneled through DHS at the state level and plan to expand.

Financial Statements

Board members reviewed financial statements for July, August, September, October, November and December 2021.

MOTION: Ms. Teske moved to approve the July through December 2021 financial statements as prepared by Bowser and Richman.

SECOND: Ms. Acree

Discussion: None

ACTION: Motion passed unanimously

Audit

Board members reviewed the June 30, 2021 audit report as prepared by T.P. Anderson & Company, P.C.

MOTION: Mr. Thode moved to approve the audit report as presented.

SECOND: Mr. Becker

Discussion: None

ACTION: Motion passed unanimously

Budget

Ms. Stanek reviewed the current budget, noting that both Early Childhood and School Ready have funds available to spend.

Board Elections

Mr. Daggett noted that both Ms. Varland's and Mr. Siepker's terms expire this month. Both indicated their willingness to serve an additional term.

MOTION: Mr. Thode moved to re-elect Ms. Varland and Mr. Siepker.

SECOND: Mr. Becker

Discussion: None

ACTION: Motion passed unanimously

The board held a discussion of how many board members to elect. Ms. Stanek reported that the bylaws allow for a range 7 to 15 board members and Iowa Code requires that the board have a representative from each of the following: business, consumer, education, faith, health and human service. Board members expressed a preference for a smaller board and the need for an odd number of board members to assist with quorum.

MOTION: Mr. Becker moved keep the board size at seven members.

SECOND: Ms. Varland

Discussion: Any application for board membership should continue to be accepted and reviewed.

ACTION: Motion passed unanimously



Mr. Siepker asked for nominations for President and Vice-President.

MOTION: Mr. Thode made the motion to elect Mr. Siepker as President and Mr. Becker as Vice-President.

SECOND: Ms. Varland

Discussion: None

ACTION: Motion passed unanimously

Mr. Siepker asked for members to volunteer to serve on the Executive Committee.

MOTION: Mr. Thode made the motion to elect Mr. Siepker, Mr. Thode and Ms. Acree as members of the Executive Committee.

SECOND: Ms. Varland

Discussion: None

ACTION: Motion passed unanimously

Mr. Siepker asked for members to volunteer to serve on the Finance Review Team. Ms. Stanek questioned if the team was needed in the future as the accounting and financial review practices/policies had changed.

MOTION: Ms. Teske made the motion to re-elect current members.

SECOND: Mr. Becker

Discussion: The board will review/change policy to assign financial review to the Executive Committee and eliminate the Finance Review Team at the next meeting.

ACTION: Motion passed unanimously

Closed Session per Iowa Code 21.5 (j)

MOTION: Mr. Becker moved to enter into closed session at 1:47 p.m.

SECOND: Mr. Daggett

Discussion: None

ACTION: Motion passed unanimously

MOTION: Mr. Daggett moved to adjourn closed session at 2:14 p.m.

SECOND: Ms. Teske

Discussion: None

ACTION: Motion passed unanimously

Adjournment

With no further business, Mr. Siepker asked for a motion to adjourn the meeting.

MOTION: Ms. Daggett

SECOND: Mr. Becker

Discussion: None

ACTION: Motion passed unanimously

Meeting adjourned at 2:22 p.m.

- Respectfully Submitted By: Elizabeth Stanek

Next Meeting: March 17, 2022