



EXECUTIVE COMMITTEE

LINKING FAMILIES AND COMMUNITIES (Early Childhood Iowa Area) Executive Committee met on Friday, March 8, 2024, at 11:00 a.m. at Linking Families and Communities conference room at 822 Central Avenue, Suite 300, Fort Dodge.

Members present:

Clarence Siepker
Nick Thackery

Bob Thode

Members absent:

None

Community Members Present

Elizabeth Stanek

The meeting was called to order by Chair, Clarence Siepker at 10:00 a.m. Quorum was met.

Approval of Agenda

Mr. Siepker asked if there were any changes to the agenda. No changes were requested.

MOTION: Mr. Thode made the motion to approve the agenda as printed.

SECOND: Mr. Thackery

Discussion: None

ACTION: Motion passed unanimously.

Child Care Project Update

Ms. Stanek provided the project's current site plan, rendering and project budget. She also reported:

- KG Roofing has made repairs to the roof, and it still leaked. They came back on Feb. 26th to fix other spots.
- The greenhouse been sold for \$4000. A deposit has been paid.
- Schlotfeldt Engineering is working on the topographical and utilities survey. They were the lowest bidder for all engineering services.



- Kolacia Construction is completing a cost analysis of the project for Allers, though it hasn't been completed yet.
- City of Fort Dodge reviewed the site plan on March 5th.
- City of Fort Dodge will submit a CDBG: Community Facilities (Community Development Block Grant) for the project.
 - Max funding available = \$600,000.
 - Timing is of essence as the grant must be awarded before a bidder is selected. We will also need to meet all of their requirements during our process.
 - According to the City/MIDAS, we will need to survey the users after the center opens as we must serve 51% low-to-moderate income families. If we are not serving that population, we could be required to repay the grant \$\$\$. There will be a contract in place with the City for their protection. This is somewhat of a concern for the project, however I don't believe they surveyed Community Early Childhood Center after their grant and I think we can figure out a program to assist families, possibly through the United Way if needed.
- For our IWD (Iowa Workforce Development) \$746,292 grant we need to request proposals for Architecture services through a more informal process. We can give local preference if we desire. A draft is ready for your review. We need to include the federal language requirements for the grant and the CDBG language to meet the requirements of both grants.
- Moving Forward, to satisfy both the grant processes, we will need to:
 - RFP/Q Architectural Services and include all engineering services in the architect's contract.
 - Put the project out for public bid (sealed bids).

Mr. Thackery noted that parishioners from Good Shepherd will helping to demo the interior of the building on April 6th.

MOTION: Mr. Thode made the motion to move forward with the project and issue the RFP/Q for architectural services.

SECOND: Mr. Thackery

Discussion: None

ACTION: Motion passed unanimously.



FY24 Budget Review

Ms. Stanek reviewed the budget with the committee.

MOTION: Mr. Thode made the motion utilize unspent program funding to assist child care centers that are struggling with program materials, building requirements and instructional support and use remaining funds for center design development services.

SECOND: Mr. Thackery

Discussion: None

ACTION: Motion passed unanimously.

Strategic Plan

Ms. Stanek reviewed the updated data for the Strategic Plan. She noted that our plan's end date is June 2025, which is a year beyond the state's ECI Designation process. As an ECI area, we must submit the required items by October 31, 2024. Our board will have a designation visit in the winter-spring of 2024-2025.

FY25 Program Selection

Ms. Stanek asked members if they would like to solicit programs with a full RFP or simply request renewal budgets from existing programs, as we have done in the past.

MOTION: Mr. Thackery made to motion to request renewal budgets from current programs.

SECOND: Mr. Thode

Discussion: None

ACTION: Motion passed unanimously.

Board Evaluation

Members reviewed the results of the board evaluation. No recommendations for change were made.

Adjournment



MOTION: Mr. Thackery made to motion to request renewal budgets from current programs.

SECOND: Mr. Siepker

Discussion: None

ACTION: Motion passed unanimously.

Meeting adjourned at 12:15 p.m.

Respectfully Submitted By: Elizabeth Stanek

NEXT MEETING:

April 3 at 10:00 am