

CKLECC Board of Directors Annual Meeting Minutes

MINUTES

NOVEMBER 2, 2020

1:00 PM – 2:30 PM

VIRTUAL MEETING

MEETING CALLED BY	Dennis Pearson, Chairman
TYPE OF MEETING	Monthly CKLECC Board of Directors Meeting
FACILITATOR	Dennis Pearson, Chairman
NOTE TAKER	Julie Witt, CKLECC Coordinator
TIMEKEEPER	
ATTENDEES	<p>Phone/Zoom: Jennifer Paintin (Baby Bear Hugs); Amber Ellis (Treasurer/Parent); Dennis Pearson (Board Chair/Kiowa County DHS); Haley Leonard (Financial Manager); Julie Witt (Council Coordinator); Carole Spady (Quality Improvement Coach); Luci Reimer (Secretary/Limon Memorial Library); Tami Stephenson (Southeast Health Group); Lisa Thomas (About F.A.C.E.); Collene Walsh (Cheyenne County) Cindy Ferree (Board Vice Chair/Limon Child Development Center); Autumn Pelton (Communities that Care & Parent); Danielle Storevik (Centennial Mental Health)</p> <p>On Site: n/a</p> <p>Absent Board Members: Maranda Foster</p>

Agenda topics

OCTOBER 5TH BOARD MEETING MINUTES WERE APPROVED BY CONSENSUS OF THE BOARD.

VROOM COLORADO

LUCY TASKER

DISCUSSION	<p>Lucy Tasker with Vroom Colorado provided a presentation for the group. Lucy is with Parent Possible which has a huge network of partners including Parents as Teachers, Hippy USA, and Vroom which was developed by the Bezos Foundation. Vroom can be accessed via smart phone, You Tube, and on print materials. Vroom is in 50 Colorado counties in home visitation programs, libraries, preschools, the Children’s Museum, and Children’s Hospital. Vroom believes everyone has what it takes to be a brain builder, offers brain building opportunities, and believes any moment can bring brain building. Vroom encourages positive relationships and promotes executive functioning skills. Vroom offers resources for both parents and organizations. The app provides tips based on age range and provides a brainy background fact. The app offers 1,000 tips. Vroom has free materials, free staff training, technical assistance, and news and networking resources for social media. Lucy told the group to contact Julie if they’d like to receive resources or would like to become a partner.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

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COORDINATOR REPORT

JULIE WITT

DISCUSSION	<p>Julie reported she submitted the CKLECC Quarterly Report to the state on October 30th. The Business Support Training for child care centers is beginning its sessions. Julie or Troy McCue with Lincoln County Economic Development can be contacted to request more information. The “No Small Matter” virtual showing has been scheduled for Tuesday, November 17th at 6:30 p.m. Michelle Sharpe with the Early Childhood Council of Logan, Phillips, and Sedgewick Counties will moderate the event. New Fun Tote Backpacks have been created for Lincoln County Nurse Family Partnership and Baby Bear Hugs. New totes were also provided to two preschool classrooms at Limon Child Development Center. Julie distributed books in Lincoln County for Halloween parties. Due to COVID books were given to the sites as community events were not held. Books were provide to Limon Child Development Center, Country Living Learning Center, and Terri Miller. All other preschools and licensed providers will receive books closer to Christmas.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

MINUTES		QUALITY IMPROVEMENT COACH REPORT		CAROLE SPADY
DISCUSSION	Carole held a Social-Emotional Training in Limon on October 22 nd . A face to face and virtual option was provided. Nine participated in the training. Lucy Tasker with Vroom Colorado joined via Zoom and provided a portion of the training on executive function. Carole is in the process of scheduling a Home Child Care Pre-Licensing Training with an individual in Limon.			
CONCLUSIONS				
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE	

MINUTES		COUNCIL MEMBER UPDATES		ALL MEMBERS
DISCUSSION	Dennis reported that Little Leaders in Eads lost their Director. The board is in the process of holding numerous meetings. Cindy Ferree reported that Limon Child Development is still open full time and is hiring for substitutes and two assistants. Cindy also reported that there is a new mask regulation. Per licensing children older than three are supposed to wear a mask. Lisa mentioned she would provide a list of upcoming scheduled Stewards of Children Trainings to Julie to share with the group. Jennifer Paintin with Baby Bear Hugs mentioned that the Baby Bear Hugs Cash for Christmas Raffle will be held December 11 th . Tickets are \$10 each. Contact Jennifer for tickets. The grand prize is \$1,000. Julie reminded the group that they must register ahead of time to participate in the "No Small Matter" event. Jennifer thanked CKLECC for the new totes.			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE	

MINUTES		NEW BOARD MEMBER		DENNIS PEARSON
DISCUSSION	Autumn Pelton had submitted a letter of interest to join the CKLECC Board. CKLECC is short one member after Alex Arellano's resignation. Luci motioned to approve Autumn as a board member. Lisa seconded the motion and the board approved. Autumn will provide representation as a parent and as a health representative. Autumn is the new Communities that Care Coordinator.			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE	
Julie will get Autumn a Board Manual		Julie	ASAP	

MINUTES		FINANCIALS/EXPENDITURES/OCTOBER CHECK APPROVALS		HALEY LEONARD
DISCUSSION	Haley reported expenditures for October included rent, utilities, payroll, and credit cards. Monthly expenditures by funding source were: Buell \$756; Child Care Resource Referral \$54; Colorado Shines \$1572; Lincoln County \$66; System's Building \$1991; Totaling \$4442. The balance sheet for September was \$14,555.78. The balance sheet for October was \$14,741.42. The deposit detail for October was Lincoln County Dept. Human Services \$25.49; System's Building \$3123.10; Child Care Resource and Referral \$206.01; Colorado Shines \$1335.54. Remaining funds per funding source after October are: System's Building \$33,169; Colorado Shines \$39,264; Child Care Resource and Referral \$2,999; Anschutz \$5,000; Buell \$17,286. The financials and checks were approved by consensus of the board. Haley asked if the board would agree to her upgrading her drop box account as it is full. The cost is \$119.88 annually. The board approved this expense by consensus.			
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE	

MINUTES		COLORADO GIVES/CKLECC OUTREACH MAILER		JULIE WITT
DISCUSSION	Julie provided a sample of the Colorado Gives/CKLECC Outreach mailer that she designed. She informed the group that Kiowa County Press was unable to process an order for us at this time. She would like to continue with 48 Hour Print since that is where she designed the document. Haley has created an account with USPS.com and has received an estimate of postage for approximately 4,000 mailers. Based upon discounts that may be given, Julie estimates the total cost of the print job and postage will be \$1000-\$1200.			

	Cindy and Jennifer commented they both liked the design and thought it covered main points. Luci made a motion to approve the expense of the mailer and postage if the total cost was less than \$1200. Jennifer seconded the motion and the board approved. Julie mentioned she'd like to get the mailers out by November 23 rd with Colorado Gives Day happening on December 8 th .	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Julie and Haley will proceed with mailer and postage purchase. Mailers will be distributed to post offices by 11/23.	Julie/Haley	11/23

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FUTURE MEETINGS

DENNIS PEARSON

DISCUSSION	The next meeting date will be Monday, December 7th at 1:00 p.m. A virtual meeting will be scheduled on Zoom. The meeting will be a combined board and council meeting.
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SECRETARY APPROVAL SIGNATURE:	DATE:	
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