

CKLECC Board of Directors Annual Meeting Minutes

MINUTES

AUGUST 31, 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.); Alex Arellano (Morgan Community College); Colene Walsh (Cheyenne County) Cindy Ferree (Board Vice Chair/Limon Child Development Center); Troy McCue (Lincoln County Economic Development); Katie Koehn (Arriba-Flagler Preschool); Tammy Yoder (Karval Preschool); Danielle Storevik (Centennial Mental Health)</p> <p>On Site: n/a</p> <p>Absent Board Members: Maranda Foster (Prowers County Public Health)</p>

Agenda topics

AUGUST BOARD MEETING MINUTES WERE APPROVED BY THE BOARD WITH A MOTION BY LISA AND A SECOND BY ALEX AND APPROVED BY CONSENSUS

FINANCIALS/EXPENDITURES/CHECK APPROVALS

HALEY LEONARD

DISCUSSION	<p>Haley went through the check detail list. Checks included payroll, rent, utilities, children’s masks, office supplies, mileage, scholarships, and quality improvement training and materials. Monthly expenditures by funding source were as follows: \$5,176 – Buell, \$27 – CCRR, \$1,333 – Colorado Shines QI, \$2,580- System’s Building, \$221.50 – miscellaneous (expense reimbursement). All of the Buell funds were spent down as the grant cycle ends today. We received \$5,255. 28 in reimbursement. A \$40 reimbursement was received for tote supplies from the Kiowa County Library. The balance sheet shows \$21,834 at the end of July. Amber noticed that the report was reflecting the same total for both July and August. Haley needs to look at the formula entered in Quick Books to see what is going on. The Buell column is also showing \$.80 over. Haley will look into getting this corrected. Lincoln County numbers did not change from July either. Haley told the board she’d look into her formulas and make corrections. Luci moved to approve the checks and financials with corrections made. Amber seconded the motion and approval was made by consensus. Haley asked the board if she should switch employee payroll back to “actual” hours versus the average salary employees have been receiving. Julie mentioned she and Haley felt comfortable with this since all of the schools were back in session. The board agreed by consensus that payroll should switch back next month agreeing that if circumstances were to change it could be reviewed.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

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CSQI BUDGET UPDATES

HALEY LEONARD/JULIE WITT

DISCUSSION	<p>CKLECC received more funding for the Colorado Shines Quality Improvement (CSQI) fund. \$4,927 will be added to the original amount. QI funds will be available for Level 1 programs working towards the Level 2 rating. Level 1 programs can apply for the hardship grant to receive half of their award by agreeing to become a Level 2 within a specific number of months or by April. Level 2 can now apply to participate in CSQI funding without being required to have a Colorado Child Care Assistance Program (CCCAP) fiscal agreement in place. Funds can also go towards coaching, so Carole can work with Level 1 programs before they receive the Level 2.</p>
CONCLUSIONS	

	<p>Danielle with Centennial Mental Health reported that they have a COVID Board working to determine what services will be able to be provided including when face to face visits can happen. Approval has to happen before face to face sessions are allowed.</p> <p>Jennifer with Baby Bear Hugs reported they are continuing with ongoing programs with the comfort level of families. They are currently doing visits outside. Jennifer wears a mask. She is also checking in with families through zoom, phone calls, and texts.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

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FUTURE MEETINGS

DENNIS PEARSON

DISCUSSION	<p>The next meeting date will be Monday, October 5th at 1:00 p.m. A virtual meeting will be scheduled on Zoom. The meeting will be a combined board and council meeting.</p>
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SECRETARY APPROVAL SIGNATURE:	DATE:	
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