CKLECC Board of Director Meeting Minutes

MINUTES JANUARY 10, 2022 1:00 PM – 2:30 PM IN PERSON/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	In Person: Haley Leonard (Financial Manager); Julie Witt (Council Coordinator); Louie Morphew (Morgan Community College); Candace Chamberlain (CKLECC Fun Tote Program and Child Care Coordinator); Dennis Pearson (Chair/Kiowa County DHS); Carole Spady (CKLECC Quality Improvement Coach); Luci Reimer (Secretary/Limon Memorial Library) Zoom: Lisa Thomas (About F.A.C.E.); Amber Ellis (Parent); Jenni Mortimeyer (Cornerstone Resource Center) Jennifer Paintin (Baby Bear Hugs); Collene Walsh (Cheyenne County) Absent Board Members: Cindy Ferree; Autumn Pelton

Agenda topics

DECEMBER 6TH BOARD MEETING MINUTES WERE APPROVED BY CONSENSUS OF THE BOARD WITH THE CORRECTION OF THE MCC GALA EVENT DATE BEING CORRECTED TO FEBRUARY 25TH. LOUIE MOTIONED TO APPROVE AND LUCI SECONDED THE MOTION.

COORDINATOR REPORT JULIE WITT

DISCUSSION	Julie reported that all preschool and childcare programs were provided books to give their children for Christmas. Limon Child Development Center received their books in October at Trick or Treat Street. Haley gave out ten bags to families at the Cheyenne Wells Christmas movie. Carole gave out ten bags at the Eads Christmas Movie. Julie distributed seventy bags at the Santa event in Limon. Bags contained a Christmas book and flyer with CKLECC programs. The CKLECC Early Childhood Calendar is finished and should be delivered tomorrow. Staff will work to get them delivered to all childcare programs and locations throughout communities. The childcare sustainability grants should open in January. The state is in the final stages of hiring a vendor to manage the grant. Free ECE 101 and 103 courses are now offered FREE. Students who have completed these courses in the fall can request reimbursement. Julie and Haley are working with Share the Spirit Foundation to schedule a Lincoln County shoe event. The event will be in March. The Early Childhood Council Leadership Alliance has helped developed a Shared Measurement Tool for councils. Councils will be asked to report out on specific data. January through June will be a pilot. The goal is for the tool to help track council specific data and identify shared measurements of all councils to help with state funding formulas for councils. Candie will begin working on the required duties of the Family Home Child Care Navigator position. Many of these will combine with existing Child Care Resource and Referral Duties. The Colorado Children's Campaign will be providing a virtual Kid's Count Report for Cheyenne, Kiowa, and Lincoln Counties at the February council meeting.
CONCLUSIONS	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MINUTES LICENSED CHILD CARE FOOD ASSISTANCE PROGRAM JULIE WITT

DISCUSSION	Julie showed the group a draft of the CKLECC Food Assistance Program form that was discussed at the December meeting. Originally, Julie and Haley were thinking about providing monthly gift certificates to the providers. Carole suggested setting up a charge account at local grocery stores. Haley thought this would work well and CKLECC could prepay the balance each month. It was also suggested that if the funds were not used by the end of the month they could roll over to the next. The council agree this would be a good idea and with minor tweaks the form would be ready to be sent out.

MINUTES TUITION ASSISTANCE PROGRAM APPLICATION JULIE WITT

DISCUSSION	Julie showed the draft guidelines of the Child Care Tuition Assistance Program. One of the guidelines mentions participating licensed childcare programs must have a CCCAP fiscal agreement. Julie mentioned that this guideline would eliminate two home providers from being eligible. This is tricky as these providers may have families who are eligible. It was suggested a clause be added in the application stating if a provider does not have a CCCAP fiscal in place the reason could be reviewed by the Board of Directors.

	Haley and Julie have set the eligibility guideline had 225% of the federal poverty level. CCCAP is at 185% of federal poverty level. Lisa suggested to keep it simple. Consider coming up with a percentage of total monthly tuition to offer a stipend for. Dennis suggested 30% because it would not be more than what CCCAP would pay for families. Julie will make revisions and work on getting guidelines distributed to providers.
CONCLUSIONS	

MINUTES QUALITY IMPROVEMENT COACH REPORT CAROLE SPADY

DISCUSSION	Carole reported that Country Living Learning Center is currently closed for COVID. Her coaching session had to be cancelled. She is working with Karval, Hugo Preschool, Eagles Nest Preschool, Kit Carson Preschool, and Limon Child Development through Colorado Shines Improvement grants. CKLECC has partnered with Cooking Matters to host a virtual training on Wednesday, January 26th from 6-8 p.m.
CONCLUSIONS	

MINUTES FFN & FUN TOTE PROGRAM REPORT CANDACE CHAMBERLAIN

DISCUSSION	Candie reported she distributed 16 FFN resource bags in January. Nine in Lincoln County, five in Cheyenne Wells, and two extras for the Limon Library. In February, the number will increase to 18 with two new signups. Many of the participants are grandparents. Lisa suggested leaving a few extra bags at the Cornerstone Resource Center office in Eads.
CONCLUSIONS	

MINUTES COUNCIL MEMBER UPDATES COUNCIL MEMBERS

DISCUSSION	Jennifer Paintin reported that Baby Bear Hugs Executive Director Ruth Seedorf would be retiring in June. Baby Bear Hugs is actively searching for a replacement. Louie Morphew reported that spring classes start at MCC next Monday. Lisa reminded the group that April is Child Abuse Prevention month.
CONCLUSIONS	

MINUTES DECEMBER CHECKS/FINANCIALS/EXENDITURES HALEY LEONARD

DISCUSSION	The December check detail report included: QuickBooks payroll, Pinnacol Assurance, CenturyLink, Wells Theatre, Limon Leader, mileage, Stop n Shop rent/utilities, credit cards, Lake Shore Learning. Monthly expenditures were: Buell $251, Colorado Shines $2,821, Expanding & Emerging $2,605, Lincoln County $175, System's Building $2,513 totaling $8,367. The deposit detail report included: System's Building $5,024.12, Amazon $5.48, Colorado Shines $1,144.01 and $3,338.78, Colorado Gives $10.20 and $255.10. The balance sheet for November was $39,200. The balance sheet for December was $41,580. Remaining balances by funding source are: System's Building $34,323, Colorado Shines $35,827, Child Care Resource and Referral $3,768, Family Child Care Home Navigator $4,667, Expanding and Emerging $14,478, Buell $17,174. Luci motioned to approve checks and financials. Lisa seconded and the board approved.
CONCLUSIONS	

MINUTES TAMI STEPHENSON BOARD RESIGNATION JULIE WITT

DISCUSSION	Julie shared with the group that Tami Stephenson had emailed her resignation from the CKLECC board. Due to scheduling conflicts with work, she can no longer commit to attend meetings. Luci motioned to accept Tami's resignation. Louie seconded and the board approved. Julie let the board know that Jennifer Paintin's term is up in January, but Jennifer is willing to serve another term if the board allows it. Lisa motioned to accept Jennifer to another term on the CKLECC Board of Directors. Lucie seconded and the board approved. Julie will be reaching out to other council members to look for board member replacements. Collene Walsh will be coming up on her term in March.
CONCLUSIONS	

MINUTES FUTURE MEETINGS DENNIS PEARSON

DISCUSSION	The next regular Board/Council Meeting will be Monday, February 7th from 1 – 3 p.m. with a virtual and in person option. The Colorado Children's Campaign will be presenting at 1 p.m. providing the Kid's Count Colorado Report for Cheyenne, Kiowa, and Lincoln Counties

SECRETARY APPROVAL SIGNATURE:	**DATE:**	