

CKLECC Board of Directors Annual Meeting Minutes

MINUTES

JANUARY 4, 2021

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); 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.); Danielle Storevik (Centennial Mental Health); Louie Morphey (Morgan Community College); Troy McCue (Lincoln County Economic Development); Kailey Meardon (Southeast Health Group); Colleen Walsh (Prevention Specialist); Tammy Yoder (Karval Preschool)</p> <p>On Site: n/a</p> <p>Absent Board Members: Amber Ellis, Cindy Ferree, Autumn Pelton</p>

Agenda topics

DECEMBER 7TH BOARD MEETING MINUTES WERE APPROVED BY CONSENSUS OF THE BOARD WITH A MOTION BY LISA AND A SECOND BY LUCI.

SMALL BUSINESS DEVELOPMENT CENTER/
COMMUNITY COVID RELIEF

TROY MCCUE, LINCOLN COUNTY
ECONOMIC DEVELOPMENT

DISCUSSION	<p>Troy McCue, Executive Director, of Lincoln County Economic Development and Small Business Development Center spoke on the efforts of the Small Business Development Center (SBDC) and what it can do to support the childcare industry. The services were previously provided by Morgan Community College. The SBDC has a variety of resources and toolboxes that work well for business retention and expansion, including business supporting childcare. Cheyenne and Lincoln Counties are included in the northeast region. Kiowa County is in the southeast region and has different contact information. Services include small business startup assistance, marketing, payroll, QuickBooks, and many other things. All services are completely free for non-profits operating under grants & sponsorships. Specific childcare focused services include the Leading-Edge Child Care class which counts toward continuing education credit. SBDC also promotes the state income tax deduction of 50% credit to donors for qualified childcare centers. To access assistance Troy can be reached at 719-775-9070 or visit https://www.eastcoloradosbdc.com. COVID-19 resources in Colorado include: Energize CO Fund, Emergency Relief Programs Child Care Sector (updates due January 15th). Troy can also be reached at troy@eastcoloradosbdc.com. The contact information for Kiowa County is https://www.southeastcoloradosbdc.com or 719-384-6959.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

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COORDINATOR REPORT

JULIE WITT

DISCUSSION	<p>Julie reported that CKLECC is looking for a new board member as Maranda Foster resigned. Julie asked that if anyone had a suggestion for the board to let her know so that a letter of interest can be requested. Julie informed the group that CKLECC did not receive the COVID-19 Relief Grant that she and Haley had applied for. The Office of Early Childhood has informed councils that they will be receiving an increase in funding to support the Expanded and Emerging Child Care Grant funds. These funds will provide grant opportunities to licensed providers. All licensed providers are eligible for another Child Care Sustainability grant. They must update the status of their portals by January 15th to receive their funding. After updating, they will be required to complete a survey and submit banking information. Their award amount will depend on their capacity. Candie is working on a new style of Fun Tote. She will be creating a Baby Bag Tote for Public Health in Cheyenne and Kiowa Counties. These counties were chosen because they do not have Baby Bear Hugs. The bags will contain information on numerous local resources, include a book, infant toy and information on development and mental health. Julie was contacted by Brittini Talbert in Cheyenne Wells. She would like more information on how to go about the possibility of opening an additional preschool for</p>
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	would be important to complete this for future audits. It would also be nice to have a policy in place of when to review wages, so that it is an automatic process. Lisa suggested a special meeting be scheduled prior to the February Board Meeting to finalize the handbook. Lisa motioned that a 2% increase go into effect now for staff with a review of wages and the CKLECC Policy and Procedures handbook to be had at a separate meeting. Luci seconded the motion and the board approved. The board scheduled a meeting date of Wednesday, January 27 th at 10:30 a.m. Julie will setup a zoom and send out a notice along with the draft of the CKLECC Policy and Procedure Handbook and policies for review.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Julie will send out a meeting notice for the special board meeting on the 27 th . She will attach the draft of the handbook and policies for review.	Julie	ASAP

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FUTURE MEETINGS

DENNIS PEARSON

DISCUSSION	Special Board Meeting for wage review and to finalize the CKLECC Policy & Procedure Manual on Wednesday, January 27 th at 10:30 a.m. The next regular Board/Council Meeting date will be Monday, February 1st at 1:00 p.m. A virtual meeting will be scheduled on Zoom. The meeting will be a combined board and council meeting.
SECRETARY APPROVAL SIGNATURE:	DATE: