

CKLECC Board of Director Meeting Minutes

MINUTES

FEBRUARY 7, 2022

1:00 PM – 2:30 PM

IN PERSON/VIRTUAL MEETING

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| MEETING CALLED BY | Julie Witt, CKLECC Coordinator (Chair and Vice-Chair absent) |
| TYPE OF MEETING | Monthly CKLECC Board of Directors Meeting |
| FACILITATOR | Julie Witt, CKLECC Coordinator (Chair and Vice-Chair absent) |
| NOTE TAKER | Julie Witt, CKLECC Coordinator |
| TIMEKEEPER | |
| ATTENDEES | In Person: Haley Leonard (Financial Manager); Julie Witt (Council Coordinator); Candace Chamberlain (CKLECC Fun Tote Program and Child Care Coordinator); Luci Reimer (Secretary/Limon Memorial Library) Zoom: Lisa Thomas (About F.A.C.E.); Amber Ellis (Parent); Jennifer Paintin (Baby Bear Hugs); Autumn Pelton (Cheyenne County Public Health); Kailey Meardon (South East Health Group); Carole Spady (Quality Improvement Coach) Absent Board Members: Cindy Ferree; Autumn Pelton, Dennis Pearson, Collene Walsh |

Agenda topics

JANUARY 10TH MEETING MINUTES WERE APPROVED BY CONSENSUS OF THE BOARD. AMBER MOTIONED TO APPROVE AND JENNIFER SECONDED THE MOTION.

*****KIDS COUNT PRESENTATION WAS RESCHEDULED TO APRIL 4TH MEETING.**

COORDINATOR REPORT

JULIE WITT

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| DISCUSSION | Julie reported that the Colorado Children’s Campaign had to cancel the Kids Count Presentation today due to the presenter getting ill. The presentation is rescheduled for the April 4 th CKLECC Meeting. She let the council know that Dennis Pearson, CKLECC Chair, was also out ill. Julie reported that the applications and guidelines had been completed for the Food and Child Care Tuition Assistance Programs. So far, Limon Child Development Center (LCDC) and Country Living Learning Center have signed up for the Food Assistance Program. LCDC has also signed up to participate in the CKLECC Child Care Tuition Assistance Program. Julie will follow up with all other programs this week. The Share the Spirit Foundation event will be on March 30 th at Limon Child Development Center. At this time, it will be limited to Limon Child Development Center. The other programs in Lincoln County didn’t feel it was a fit for them at this time. The Child Care Stabilization and Workforce Sustainability Grant applications opened on January 21 st . Julie has asked that programs let her know they’ve applied. She will be following up with the programs she doesn’t hear from as these grants are non-competitive, everyone is eligible. Julie requested that if anyone would like to present on their organization or program during the March CKLECC meeting to let her know. She also informed the group that the board would have two openings come March, so if anyone is interested they are welcome to submit a letter of interest. | | |
| CONCLUSIONS | | | |
| ACTION ITEMS | PERSON RESPONSIBLE | DEADLINE | |

MINUTES

QUALITY IMPROVEMENT

CAROLE SPADY

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| DISCUSSION | Carole reported the she renewed her coaching credential. She is busy scheduling coaching times with the participating Colorado Shines Quality Improvement sites. CKLECC has had five sites apply. CKLECC partnered with Cooking Matters to host a virtual training on January 26 th . There were approximately 15 participants. Some were from other counties. The next Early Childhood Provider Training will be held in Limon on Wednesday, February 23 rd . |
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MINUTES

FAMILY, FRIEND, NEIGHBOR (FFN) & TOTE PROGRAM

CANDACE CHAMBERLAIN

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| DISCUSSION | Candie reported that she had 16 bags to be delivered for FFN Providers in February. She has also been providing Julie with two extra bags to leave at the Limon Library. The majority of FFN providers are still grandparents. |
| CONCLUSIONS | |

MINUTES

COUNCIL MEMBER UPDATES

COUNCIL MEMBERS

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| DISCUSSION | Jennifer Paintin informed the group that Baby Bear Hugs is busy collecting silent auction items for their mid-April Gala. She reported to the group that her families are enjoying the CKLECC Fun Tote Backpacks big time. She appreciates the new back packs that Candie put together for her families. |
| CONCLUSIONS | |

MINUTES

JANUARY CHECKS/FINANCIALS/EXPENDITURES

HALEY LEONARD

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| DISCUSSION | The check detail list for January included: utilities for both December and January, payroll, liabilities, mileage, Limon Leader advertising, rent, First National Bank Cards, Sharon Pearson website maintenance, and Lakeshore Learning for FFN Program. The January expenditures were as follows: Child Care Resource and Referral (CCRR) \$114.26, Colorado Shines \$5,506.29, Expanding and Emerging \$3,723.46, Family Child Care Home Navigator (FCCHN) \$143.62, Lincoln County \$219, System's Building \$3,794.36, totaling \$13,500. There was one deposit this month for \$312 from Lincoln County for reimbursement. The Balance Sheet for January is \$28,383.93. We are missing state reimbursements for both December and January. Remaining funding balances by source are: System's Building \$29,072, Colorado Shines \$31,847, CCRR \$5,743, FCCHN \$4,509, Expanding and Emerging \$10,755, and Buell \$17,174. Each source, with the exception of Buell, must be spent by June 30 th . Haley estimates with the removal of payroll there is approximately \$39,000 to be spent. This is less than where we were last year at this time. Current plans for spending include the annual training day event, Share the Spirit Foundation LCDC event, resource bags for child find events, advertising, and pre-licensing training. Luci motioned to approve the checks and financials. Autumn seconded and the board approved. |
| CONCLUSIONS | |

MINUTES

OPEN BOARD POSITIONS

JULIE WITT

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| DISCUSSION | Julie reminded the board that both Tami Stephenson and Louie Morphew had resigned. In addition, Collene Walsh's term is up in March and she does not plan to stay on as a board member. Kailey Meardon, with South East Health Group, submitted a letter of interest to join the board. The board was provided a copy of the letter. Luci motioned to approve Kailey to fill an open board position. Lisa seconded and the board approved. Kailey will replace Tami as the mental health representative. Julie will work to recruit two more members. Ideally, one member should come from Cheyenne County. |
| CONCLUSIONS | |

MINUTES

ECE SCHOLARSHIP APPLICATION

JULIE WITT

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| DISCUSSION | Julie received an ECE Scholarship Application from Stormi Quick. Stormi is currently a junior preschool teacher at Country Living Learning Center in Hugo. Board members were provided a copy of her application prior to the meeting for review. Stormi was awarded a scholarship by CKLECC last fall. Stormi provided proof of passing the class she was awarded the scholarship for and provided all required documentation for the scholarship application. Stormi is requesting the full amount of tuition due. CKLECC now requires the applicant be responsible for a minimum of 10% of total tuition due. After removing 10% due, the remaining balance is \$1512.00. Luci motioned for CKLECC to approve a scholarship for Stormi in the amount of \$1512.00. Lisa seconded the motion and the board approved. The check will be issued to Otero Junior College. |
| CONCLUSIONS | |

MINUTES

FUTURE MEETINGS

JULIE WITT

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| DISCUSSION | The next regular Board/Council Meeting will be Monday, March 7 th from 1 – 3 p.m. with a virtual and in person option. **Julie reminded the group that she will be working from home for several more weeks as her daughter recovers from surgery. |
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| SECRETARY APPROVAL SIGNATURE: | DATE: | |
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