

CKLECC Board of Director Meeting Minutes

MINUTES

MAY 2, 2022

2:30 PM – 3:15 PM

IN PERSON/VIRTUAL MEETING

MEETING CALLED BY	Dennis Pearson, CKLECC Board Chair
TYPE OF MEETING	Monthly CKLECC Council & Board of Directors Meeting
FACILITATOR	Dennis Pearson, CKLECC Coordinator Board Chair
NOTE TAKER	Julie Witt, CKLECC Coordinator
TIMEKEEPER	
ATTENDEES	<p>In Person: Haley Leonard (Financial Manager); Julie Witt (Council Coordinator); Dennis Pearson (Board Chair/Kiowa County DHS); Amber Ellis (Treasurer/Parent)</p> <p>Zoom: Lisa Thomas (About F.A.C.E.); Jennifer Paintin (Baby Bear Hugs); Autumn Pelton (Cheyenne County Public Health); Kailey Meardon (Southeast Health Group); Carole Spady (Quality Improvement Coach); Jenni Mortimeyer (Cornerstone Resource Center); Robbin Schincke (Morgan Community College); Nancy Gonzalez (Country Living Learning and Care Center/Parent); Kathleen Bither (Cheyenne County DHS)</p> <p>Absent Board Members: Luci Reimer</p>

Agenda topics

****MEETING MINUTES WILL BE REVIEWED FOR APRIL AT THE JUNE MEETING. DUE TO THE UPK/LCO MEETING PRIOR TO THIS MEETING. IT WAS A CONDENSED BOARD MEETING. THE COORDINATOR AND QUALITY IMPROVEMENT COACH REPORTS WILL ALSO BE GIVEN AT THE JUNE MEETING.**

BOARD MEMBER LETTERS OF INTEREST

JULIE WITT

DISCUSSION	Julie introduced Robin Schincke with Morgan Community College and Nancy Gonzalez of Country Living Learning and Care Center. They have both submitted letters of interest to join the CKLECC board. Julie had shared their letters with the current board members prior to the meeting. Lisa motioned to approve both Robin and Nancy as new board members with a request that they both resubmit their letters on official letterhead. Amber seconded and the board approved. The CKLECC board now consists of twelve members and all mandatory stakeholder categories are covered.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MINUTES

APRIL CHECKS/EXPENDITURES/FINANCIALS

HALEY LEONARD

DISCUSSION	Haley provided the April check detail report. Checks included payroll, liabilities, Office Works, Elisha Stewart – training day presenter, CenturyLink, CSQI Spending –School Specialty, Lakeshore Learning, Discount School Supply, Kaplan, mileage, Limon Leader-advertising, Clayton Early Learning –training day presenter, First National Bank – credit cards, Stop n Shop –rent, Food Program Stipends – Crow’s Stop n Shop, Cheyenne Wells Grocery, Kit Carson Market, Stop n Shop, Osbornes, Patsy Tompkins – meal for training day. Monthly expenditures were as follows: Buell \$770, Child Care Resource and Referral (CCRR) \$982, Colorado Shines Quality Improvement (CSQI) \$3,485, Expanding and Emerging (EE) \$1,919, Family Child Care Home Navigator (FCCHN) \$642, Systems Building (SB) \$4,657, Lincoln County DHS \$753, GAE-Country Living Learning Center \$1,391, Eagles Nest \$2,084, Kit Carson \$924 totaling \$17,611. The balance sheet for April was \$20,928.70. Deposit detail report listed a total of \$11,447. Total includes state reimbursements and a tax refund. Remaining funds to be spent by June 30 th are: SB \$13,335, CSQI \$17,877, CCRR \$3,052, FCCHN \$1,036, EE \$5,054. Haley is estimated that after payroll there will be approximately \$12,000 remaining for other expenses. The Buell balance remaining of \$15,230 has to be spent by August 30 th . Cindy motioned to approve the checks and financial report as presented. Jennifer seconded and the board approved.
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MINUTES

APPROVAL SFY 2023 BUDGET

HALEY LEONARD

DISCUSSION	Haley reminded the group that she had to submit the SFY 2023 budget to the state prior to this meeting. She had sent it out electronically to the board prior to the meeting for review. Official approval is needed. Jennifer motioned to approve the SFY 2023 budget. Kathleen seconded and the board approved.
CONCLUSIONS	

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MINUTES

SCHOLARSHIP APPLICATION

JULIE WITT

DISCUSSION	Julie had provided an electronic copy of a scholarship application for Shelly Bennett to the board for review prior to the meeting. Shelly is employed at Country Living Learning and Care Center in Hugo. She has applied for a scholarship for ECE 260 at Morgan Community College. She has submitted all required verifications. Lisa motioned to approve a scholarship in the amount of \$443.25 to go to Morgan Community College towards Shelly's summer semester tuition. Amber seconded and the board approved.

MINUTES	FUTURE MEETINGS	JULIE WITT
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DISCUSSION	The next regular Board/Council Meeting will be Monday, June 6 th . There will be an in-person and virtual option. ***This will be the annual board meeting and an election of officers will be had.
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SECRETARY APPROVAL SIGNATURE:	DATE:	
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