

CKLECC Board of Director Meeting Minutes

MINUTES

JUNE 28, 2021 (JULY MEETING)

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: Jennifer Paintin (Baby Bear Hugs); Haley Leonard (Financial Manager); Julie Witt (Council Coordinator); Luci Reimer (Secretary/Limon Memorial Library) Zoom: Lisa Thomas (About F.A.C.E.); Cindy Ferree (Board Vice Chair); Kailey Meardon (South East Health Group); Carole Spady (CKLECC Quality Improvement Coach); Dennis Pearson (Board Chair/Kiowa County DHS); Autumn Pelton (Cheyenne County Public Health) Absent Board Members: Collene Walsh, Louie Morphey, Tami Stephenson, Amber Ellis

Agenda topics

JUNE BOARD MEETING MINUTES WERE APPROVED BY THE BOARD FOLLOWING A MOTION BY LISA AND A SECOND BY CINDY.

FINANCIALS/EXPENDITURES/JUNE CHECKS

HALEY LEONARD

DISCUSSION	Haley reported on June checks which included: taxes/liabilities, payroll, utilities, Century Link, Constructive Playthings for Colorado Shines Quality Improvement (CSQI) spending, rent, Vanessa Dischner for Medication Administration Training, Zelda Deines BLAST Class room in Sheridan Lake, Town of Kit Carson BLAST Class room rental, Limon Leader, Lakeshore CSQI spending, ECCLA Membership Fees, mileage, School Specialty CSQI spending, Country Living Learning Center CDA Scholarship, Vista Print, Baby Bear Hugs Sponsorship/Advertising, Meals, Family Friend Neighbor concessions in Cheyenne Wells, Quill office supplies, credit cards, Beckers CSQI spending. There was a voided check to Vanessa Dischner. The original check was for training for two providers, but only one attended. The monthly expenditures were as follows: \$95 Buell; \$1,184 Child Care Resource and Referral (CCRR); \$9,264 Colorado Shines; \$76 Expanding and Emerging; \$2,566 CSQI GAE; \$279 Lincoln County; \$3,164 System's Building; totaling \$16,630. The deposit detail was as follows: \$5 Amazon Smile; \$693 CCRR; \$12,415 System's Building; \$11,000 CSQI; \$8,731 CSQI GAE; \$40 BLAST registration. The Balance Sheet for June was \$19,596. Remaining funding balances at the end of the fiscal year were: System's Building \$982, over limit Colorado Shines, CCRR zero, and Buell \$12,874. Haley will transfer the remaining System's Building to cover Colorado Shines. There is up to \$15,063 of reimbursable funding from Lincoln County Department of Human Services. After the transfer from System's Building \$848 will need to be spent by June 30 th . The plan is to order CKLECC promotional items with updated phone numbers and social emotional development flyers. Cindy made a motion to approve the checks and financials and the purchase of promotional items. Luci seconded the motion and the board approved.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

MINUTES

ECE SCHOLARSHIP UPDATES

JULIE WITT

DISCUSSION	Julie updated the board on a couple of issues with scholarships that were issued in May. Leisha Peck was awarded a scholarship in the amount of \$982.21 to go towards her remaining balance for the Directors Fast Track Program. Leisha notified Julie on June 21 st that her last day at Little Leaders would be July 9 th . Julie was able to have Lamar Community College shred the scholarship check for \$982.21, but Leisha did receive a \$1500 scholarship in March. Leisha was at the center for less than a year. One stipulation on the scholarship application is that grantees agree to work in the early childhood sector for up to a year after their award. Julie asked the board if they would like to request a portion of the scholarship to be repaid since Leisha was taking a job outside of the early childhood field. The board agree this is a hole in our scholarship process and it would be difficult to enforce repayment. Colleen suggested we consider a percentage or pro-rate option to show that we did appreciate the time she did dedicate to center. The board agreed requesting a portion back would be reasonable. Cindy said she could send Julie a sample of the clause and policy her center uses. The board agreed they should look at the policy and determine what amount should be requested to be paid back. The second issue Julie brought up was that the scholarship
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	check approved for Katie Rogers in May was mistakenly mailed to Lamar Community College instead of Morgan Community College. In the meantime, financial aid came through and covered Katie's tuition balance. Katie has enrolled in fall ECE courses. Julie asked the board if they would approve of the CKLECC scholarship going towards her fall tuition expenses. The board agreed this would be the reasonable action to take. Julie received a request from Country Living Learning Center in Hugo to reimburse for a CDA application cost for Valarie Clymer in the amount of \$425. An application has not been sent over as they realized Valarie must complete an observation first. Julie asked the board if they would be willing to approve the reimbursement out of this year's funding. Cindy motioned to approve the \$425 CDA application reimbursement. Colleen seconded the motion, and the board approved.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

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COORDINATOR REPORT

JULIE WITT

DISCUSSION	<p>Julie participated in Rural Philanthropy Days in Lincoln County on June 9th and 10th. On June 10th Julie worked with the Lincoln Theatre in showing the documentary No Small Matter. There were 13 attendees. Five attendees were providers that were given training certificates. On June 12th Julie partnered with Luci and the library by providing information on the Family, Friend, Neighbor Resource Group. She collected five surveys. On June 16th Candie and Julie setup a table at Ahimsa Coffee to provide information on the FFN Group and connected with a potential provider. Haley setup a booth in Cheyenne Wells on June 24th at tee-ball and machine pitch games. She collected 11 FFN surveys. Candie and Carole will be setting up a table in Eads on June 30th during summer reading to provide information on the resource group. After collection of the surveys in Eads, Julie and Candie will determine the number of resource bags to create. Julie checked with Maegan Lokteff from ECCLA to see if there were any new updates on when councils will know more about the funding coming from the American Recovery Act. All that she knows at this time is that a portion of the money will be for child care providers and the council will be seeing increase.</p> <p>Jennifer Paintin thanked CKLECC for their generous sponsorship and support of their fundraiser. As a result of the sponsorship, CKLECC will have its website link on the Baby Bear Hugs website. The board unanimously felt that CKLECC has a good partnership with Baby Bear Hugs.</p>
CONCLUSIONS	

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FUTURE MEETINGS

DENNIS PEARSON

DISCUSSION	The next regular Board/Council Meeting will be on Monday, August 2nd at 1:00 p.m. The meeting will be held both virtually and in-person. Those wishing to meet in person can join Julie at the CKLECC Office in Limon.
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SECRETARY APPROVAL SIGNATURE:	DATE:	
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