

# CKLECC Board of Directors Meeting Minutes

MINUTES

JULY 22, 2016

9:00 AM – 10:00 AM

CHEYENNE WELLS

<b>MEETING CALLED BY</b>	Dennis Pearson, Chairman
<b>TYPE OF MEETING</b>	Monthly CKLECC Board of Directors Meeting
<b>FACILITATOR</b>	Dennis Pearson, Chairman
<b>NOTE TAKER</b>	Tina Kraft, CKLECC Board Secretary
<b>TIMEKEEPER</b>	
<b>ATTENDEES</b>	Phone: Lora White (Country Living Learning Center)  On Site: Julie Witt (CKLECC Coordinator); Dennis Pearson (Kiowa County DHS); Haley Smith (CKLECC Representative); Casey Halde; (Cheyenne County), Tina Kraft (Plainview Preschool Director/Teacher Kiowa County); Sheila Anzlovar (NECCRR)  Absent: Cindy Feree, Rod Pelton

## Agenda topics

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ELECTION OF BOARD OFFICERS

DENNIS PEARSON

<b>DISCUSSION</b>	<p>The following were nominated or volunteered to be Board Officers. Sheila moved to approve the Officers and Casey made a second to the motion. The Board of Directors Officers are as follows:                      Board Chair- Dennis Pearson                      Vice-Chair- Sheila Anzlovar                      Treasurer- Casey Halde                      Secretary- Tina Kraft (Lora White offered to take notes if Tina is unable to attend a meeting)</p> <p>Julie advised Board Members that they may attend meetings in person, via conference call, and have the ability to email votes to CKLECC Coordinator prior to a meeting.</p>		
<b>CONCLUSIONS</b>			
<b>ACTION ITEM</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

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FUTURE BOARD MEETINGS

DENNIS PEARSON

<b>DISCUSSION</b>	<p><b>Meeting Schedule:</b>                      The Board decided that the most economical and time convenient route would be to continue to have the Board of Directors meetings the 4<sup>th</sup> Friday from 9:00-10:00 prior to the Monthly CKLECC Meeting.</p> <p>Casey moved to keep the Board meeting an hour prior to regular CKLECC Meetings on the 4<sup>th</sup> Friday of each month. Lora made a second to the motion.</p> <p>We will continue to rotate meeting locations between Limon, Cheyenne Wells, and Eads.</p> <p><b>The next meeting is scheduled for August 26<sup>th</sup> at the Cobblestone Inn, in Eads at 9:00 a.m..</b></p>		
<b>CONCLUSIONS</b>			
<b>ACTION</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

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PURPOSE OF THE BOARD

<b>DISCUSSION</b>	A discussion was had on what the perceptions were of what the Board meetings should consist of. Discussion was that meeting minutes should be approved, financials should be reviewed, policies should be
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	discussed, issues regarding contracts, funding streams, Board insurance, strategic planning and the mission and vision of CKLECC should be discussed.		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

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COORDINATOR REPORT

JULIE WITT

<b>DISCUSSION</b>	<p>Rules for the Councils coming in August from the Colorado Department of Human Services. They are scheduling planning Tours.</p> <p>Need to prepare for Funding Streams (open for re-application in January). We need to present a Strategic Plan. We can either use prior plan and update as needed, or complete a new plan.</p> <p>Strategic Planning Day- Main goal: incorporate each domain of the Colorado Early Childhood Framework with the current scope of work. Julie will bring current strategic plan in for review next meeting. She will get in touch with Lindsay at OMNI to see what would work best for this group as far as strategic planning goes. This would be a good thing to do in the regular CKLECC Meeting.</p> <p>Office for Early Childhood will be meeting with Julie each month and has assigned WIG (<b>Wildly Important Goals</b>) that include:          CCCAP Funds- the goal is to utilize this program. Is technical assistance needed?          How to share information with licensed home child care providers.          School Age Program- CCCAP (how can CCCAP be utilized in school programs – preschool or all-day kindergarten?)</p>		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

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BUDGET REVIEW & EXPENDITURES

HALEY SMITH

<b>DISCUSSION</b>	<p>Julie received the signed contract from the Office of Early Childhood for \$53,294 state funds for SFY 2017. The 501 (c3) application was mailed on July 5<sup>th</sup>. Haley provided the group with the June expenditures for review.</p>		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

<b>OBSERVERS</b>	
<b>RESOURCE PERSONS</b>	
<b>SPECIAL NOTES</b>	