

# CKLECC Board of Directors Meeting Minutes

MINUTES

JULY 28, 2017

9:00 AM – 9:26 AM

EADS

<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>	Haley Leonard, CKLECC Representative
<b>TIMEKEEPER</b>	
<b>ATTENDEES</b>	<p>Phone: Lora White (Country Living Learning Center &amp; Parent); Bethany Head (Baby Bear Hugs); Casey Halde (Parent/Treasurer); Lindsey Barlow (Blissful Strides); Lisa Thomas (About FACE)</p> <p>On Site: Dennis Pearson (Board Chair/Kiowa County DHS); Haley Leonard (CKLECC Representative); Luci Reimer (Limon Library/Secretary);</p> <p>Absent: Ryann Wollert (Kiowa County Public Health), Cindy Ferree (LCDC), Patricia Phillips (Lincoln County DHS); Rod Pelton (Cheyenne County Commissioner);</p>

## Agenda topics

\*\* CASEY MOTIONED TO APPROVE THE JUNE MEETING MINUTES. LINDSEY MADE A SECOND TO THE MOTION AND THE BOARD APPROVED.

MINUTES VOTE FOR LISA THOMAS TO BECOME A BOARD MEMBER DENNIS PEARSON

<b>DISCUSSION</b>	Luci moved to add Lisa Thomas as a board member. Lindsey Seconded the motion and the board approved.		
<b>CONCLUSIONS</b>	Lisa Thomas is the 11 <sup>th</sup> board member.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

MINUTES FINANCIALS/EXPENDITURES/CHECK APPROVALS HALEY LEONARD

<b>DISCUSSION</b>	<p>Haley reviewed the July Financials. There was one check written that was not the normal expenditure. It was \$25 to Rural Communities Resource Center for one New Provider Information Packet. Lindsey moved to approve the expenditures, Casey seconded, and the board approved the motion.</p> <p>The approximate bank account balance at this time is \$15,906.</p> <p>Haley explained to the board that June expenditure took half of the three month (July-September) Systems Building Budget. Haley asked if the Buell funds could be used for the August expenditures and also reminded the board that the Buell funds have to be spent down by the end of August. There is \$9,000 to be spent down. The board agreed to use the Buell Funds for August expenditures.</p> <p>Haley presented a late fee bill to the board for \$23. She explained that the fee is from the Colorado Withholdings Tax. There was an application that had to be sent in after 20 weeks of employment. Due to CKLECC having to wait so long to turn in the form, it made us pay for the first quarter taxes after March 31<sup>st</sup>, which then created the late fee. The board discussed and agreed that paying the bill is easier than trying to fight the late fee.</p>		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
Haley will pay the \$23 CO Withholding Tax late fee.	Haley	August	

<b>DISCUSSION</b>	<p>CKLECC received \$4,000 from Kiowa County Department of Human Services (KCDHS). After we receive the Systems Building and Quality Improvement Budget from the state, Haley will put a budget together for the KCDHS funds.</p> <p>Northeast Child Care Resource and Referral did not receive funding from the state. The state contacted Julie to consider applying for the Child Care Resource &amp; Referral (CCR&amp;R) funds. Julie and Haley created a Budget and Scope of Work and submitted it to the state for approval. Dennis asked if the board agreed to apply for the CCR&amp;R funds. It was discussed and decided that it would be a good idea to move forward and apply for this funding; it is an opportunity to receive these funds that we might not get again. Luci so moved to go forward with applying for the CCR&amp;R funding. Lindsey seconded the motion. The board approved.</p> <p>Lincoln County Department of Human Services (LCDHS) has discussed providing funding to CKLECC for Child Care Resource and Referral work. A monthly/yearly expenditure break down has been given to Pat Phillips. Further discussion will be made to finalize a plan.</p>		
<b>CONCLUSIONS</b>			
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	
KCDHS Budget	Haley Leonard	ASAP	
LCDHS funding	Julie Witt/Haley Leonard		

<b>DISCUSSION</b>	<p><b>The next Board Meeting will be scheduled for Friday, August 25th, in Limon at 9:00 a.m. at the CKLECC office. The regular CKLECC Meeting will follow at 10:00.</b></p>		
<b>SECRETARY APPROVAL SIGNATURE:</b>	<b>DATE:</b>		