

Northwest Early Childhood Iowa

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"Security and success for children by strengthening families and communities."

**NECI Board Meeting - January 13, 2011
Downstairs Board Room - 400 Central Ave NW
Orange City, IA - 1:00pm**

1. Welcome and Introductions

Rick welcomed everyone in attendance. Members present: Rick Droog, Bev Hanno, Jeanne Feeck, Randy Bosch, Janice R. Carlson, Mark Sybesma, Joanne Smith, Deb Bagenstos, David Van Ningen, Brenda Jenkins, Jim Henrich, Kendra Loutsch, Shane Walter, Coleman McAllister, and Mark Leeds. Members absent: Dale Lint and Julie Schulenburg. Staff present: Joyce Vermeer, Takysia Larsen, Joy Poppema.

a. New Member Brenda Jenkins

Rick welcomed Brenda Jenkins to the Board and thanked her for being willing to serve on the Board.

b. Email Notification for Board meeting absence

Rick reminded Board members that the NECI By-laws state that if a member has 3 consecutive unexcused absences to Board meetings, membership will cease. Members are asked to use email notification when an absence will occur.

c. Updated Board Member Diagram

Joyce presented the updated membership diagram.

2. Approval of Minutes

Mark S. made a motion to approve NECI Board minutes from November 4, 2010, seconded by Joanne and approved unanimously.

3. FY10 Annual Report Review (Action)

Joyce presented the findings from the annual report review conference call with the State that took place December 16, 2010. Mark S. made a motion to accept the review, seconded by Deb and approved unanimously.

4. NECI Director Status (Action)

a. Resignation of Joyce Vermeer

Joyce explained that she has accepted a position with Northwest Area Education Agency (NWAEA).

b. Executive-Finance Recommendations

Mark S. explained that the Executive-Finance Committee makes a recommendation to allow Joyce to work for both

NECI and NWAEA ½ time (20 hours per week) from January 17, 2011 until no later than February 28, 2011. NWAEA will reimburse NECI for ½ of Joyce's salary and benefits. Executive-Finance Committee recommends also that the Board interview Takysia with an eye for hiring her as director. Coleman made a motion to accept Joyce's resignation, Shane seconded and approved unanimously. Bev made a motion to accept allowance of the ½ time position for Joyce, seconded by Joanne and approved unanimously.

c. **Interview of Takysia Larsen**

Board conducted an interview of Takysia Larsen. Coleman made a motion to go into closed session, Shane seconded, and approved unanimously. After closed session, Coleman made a motion and Shane seconded the motion to place Takysia in the role of NECI Director on a 6 month probationary period, included in the motion is the salary recommendation of \$48,000 beginning January 17, 2011 and \$53,000 at the beginning of the new fiscal year beginning July 1, 2011. Motion approved unanimously.

5. Cherokee Healthy Families (Information)

Joyce presented the new contract that has been secured with Cherokee Regional Medical Center for Cherokee Healthy Families. The Healthy Families programs in all four counties will now be run through Public Health, so it is more uniform in all NECI counties. Takysia and Joyce will meet with the Healthy Families coordinators in February to discuss the red flags that came up during the annual report review.

6. Federal Accountability and Transparency Act (Information)

Joyce explained that there is a very good chance that NECI will be audited due to the funding that occurred from Early Childhood category during the FY10 year.

7. Talking Points for Legislators (Action)

Joyce presented a document that Board members can use when talking to legislators about the importance of early childhood. Joyce asked that Board members stress to legislators that this is the only program that targets ONLY 0-5 year olds.

8. FY 11 Financials as of 12-31-10 (Action)

Joyce presented the NECI financials as of 12-31-10. NECI is halfway through the fiscal year and has expended 40% of the funds. Jim made a

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motion to approve the financials, seconded by Mark L and approved unanimously.

9. NECI Logo (Action)

Joyce presented the ECI logo and showed a proposed logo for NECI based on that logo. Joanne made a motion to approve, seconded by Shane and approved unanimously.

10. Meeting Log Update (Information)

Joyce presented the staff meeting log for information.

11. NECI's Past 3 Years (Information)

Joyce presented a handout highlighting what has occurred with NECI while she was director. Joyce indicated that it was her pleasure to work for the NECI Board and has appreciated their support. David thanked Joyce on behalf of the NECI Board for her service. Jim voiced appreciation for how Joyce was able to make the financials and community plan understandable over the past three years she has served as director.

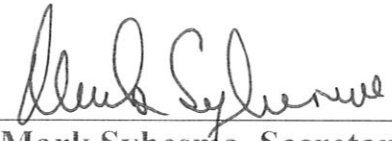
12. Next Meeting

Thursday March 10, 2011 – 1:00pm

13. Adjourn

Rick adjourned the meeting at 2:32pm.

Minutes taken by Takysia Larsen



Mark Sybesma, Secretary

3-10-11
Date