



NECI Board Meeting  
June 30, 2011  
400 Central Ave NW,  
Orange City, IA  
1:00pm

**1. Welcome and Introductions**

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

**2. Approval of March 10, 2011 Minutes**

The minutes of March 10, 2011 were reviewed. A motion to approve the March 10 minutes was made by Dale, Kendra seconded the motion and there was no discussion. Motion carried unanimously.

**3. FY11 Financials as of 5-31-11**

The May 31<sup>st</sup> budget was distributed. We are 92% of the way through the fiscal year and 84% spent. Shane made a motion to approve the May 31<sup>st</sup> financials, Bev seconded the motion and the motion passed unanimously.

**a. Healthy Families Carryover**

Cherokee Healthy Families is requesting that any funds leftover from their line item be returned to them. Takysia reported that any past carryover has gone back into the Family Support funds budget and redistributed appropriately. Cherokee Regional Medical Center is requesting carryover funds for the purchase of curriculum. The board discussed the request. There was no motion for approval of the carry forward to be allocated back to the Cherokee Regional Medical Center & Public Health Services for FY12.

Mark Sybesma relinquished the chair to Rick Droog.

**4. Webinar Opportunity – Aug 3, 2011**

The Early Childhood Iowa state team encourages local board involvement and invites the local board members to take advantage of the webinars they provide. The next webinar is Aug 3<sup>rd</sup> from 10:00am to 12:00pm. Takysia will send registration information via email.

**5. Board Member Reports**

**a. Legislative**

Mark Sybesma reported on discussions he had with Senators Dwayne Alons and Randy Feenstra. Their discussion spoke specifically of the needs of early childhood in Iowa. Joanne spoke with Representative David Johnson who will be serving Lyon County. Discussion included when the state budget will be decided and resolved.

## **b. Webinar –**

Those in attendance at the state webinar on April 18 were: Randy, Dale, Brenda, Joanne, Bev and Rick. Deb Bagenstos was unable to connect with the webinar. The slides of the webinar will be sent to the rest of the board. Takysia will keep all informed.

## **6. FY12 Budget**

### **a. Legislation**

The typical timeline for ECI is legislation ends in April. We receive budget allocations in May and determine our new budget. July 1 the new fiscal year begins with new contracts in place.

This year the legislative session did not end in April and is currently in session. The ECI state team has given worst case scenario FY12 budget figures to proceed with. A document was presented with three columns. The first column is the FY11 budget, the second column is the FY12 allocation with salaries increases and the third column is the FY12 allocation without salary increases. A summary of the budget is: the FY12 budget funds the Nurse Consultant position at 32 hours, the Healthy Families programs, EEE Symposium, Quality Improvement Grants, staff salaries and Preschool Tuition Scholarships. The preschool scholarship category may take a huge hit with funds being cut 50%. Funding for preschool scholarships will be in two places, Preschool Support at \$73,277 and an additional amount of \$24,079 in the General Aid category. Discussion occurred regarding if the state changes the allocated figure. The figures will be changed within funding categories and the board will be able to tweak figures. The motion carried unanimously. Takysia will keep the board informed and the board will have to meet again when actual figures are given.

### **b. Contracts**

The FY12 state contract was distributed for review. This is the annual agreement between the State and NECI local board. The FY12 fiscal agent agreement was also distributed. Mark made a motion to approve the FY12 State Contract agreement, Dale seconded. Joanne made a motion to approve the FY12 Fiscal Agent agreement, Brenda seconded, both motions carried unanimously.

Estimated cost for monthly operation for NECI are \$10,403 and estimated cash on hand is \$73,332 as of July 1st. Takysia asked the board for options for the staff to work in FY12. The FY11 Annual Report is due September 15th and preschool applications are processed in the months of July and August. The board instructed the staff to continue working regular hours beginning July 1, 2011.

The Nurse Consultant contract was discussed. Takysia asked the board to extend the contract to keep the Nurse Consultant working in July. A motion was made by Shane to extend the Nurse Consultant contract, Mark Leeds seconded and Kendra Loutsch abstained from voting. Motion carried unanimously.

The Healthy Families Contracts were discussed. Takysia noted there are no carry forward funds to extend these contracts. These contracts are with Public Health entities in each of the four counties. All four counties have their staff performing other duties within Public Health. Takysia has spoken with all the managers and filled them in on the circumstances. Takysia will report to the Healthy Families Managers after this meeting and they will decide how to proceed.

Preschool contracts for preschool tuition scholarships funds are usually developed and are ready for signature in July. Due to the uncertainty there are no options to move forward until dollars are allocated. These contracts will need board approval when actual dollars are known.

**c. Staff**

The board discussed staff raises. It was noted that two staff are doing the work of three positions due to Joyce's resignation. Takysia was appointed coordinator with a \$5000 pay raise to begin July 1<sup>st</sup>. The board discussed staffing options. Shane made a motion to approve the FY12 allocation with carryover and raises included. Dale seconded, motion carried unanimously.

**d. Other ECI Areas – no discussion**

**7. NAEYC Application**

Takysia reported to the board that the National Association for the Education of Young Children (NAEYC) has requested for her to apply for nomination for their governing board. The Iowa Learning Standards come from this organization and includes 80,000 members. She informed the board of the requirements and benefits for the board which are: Three meetings a year in Washington DC – includes travel time (they pick up the costs), attend the NAEYC annual conference and is a great opportunity for input from Northwest Iowa. Mark made a motion to support and encourage the NAEYC nomination process. Randy seconded, motion carried unanimously.

**8. New Business**

Opportunities for Board and public to bring up new items for discussion – Nothing was presented.

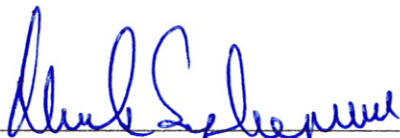
**9. Next Meeting – September 8, 2011 – 1:00pm/ or To Be Determined**

The board will need to meet before September 8<sup>th</sup>. The next meeting will be for approval of actual budget numbers and FY12 contracts.

**10. Adjourn**

Meeting adjourned at 2:15pm.

*Minutes submitted by Joy Poppema*

  
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Mark Sybesma, Sec'y

7-14-11  
Date