

MINUTES

IOWA AEYC GOVERNING BOARD MEETING

SATURDAY, OCTOBER 26, 2019 FROM 10:00 A.M.-4:00 P.M. AT IOWA AEYC OFFICES,
SUITE C, 5525 MEREDITH DRIVE, DES MOINES, IA 50310

Iowa AEYC promotes high quality early learning for all children, birth through age 8, by connecting practice, policy, and research. We advance a diverse, dynamic early childhood profession and support all who care for, educate, and work on behalf of young children.

Attendance: Crystal Abbe, Catherine Bergman, Joy Brown, Dianne Casto, Jillian Herink (staff), Brian Kingrey, Mary Lukas, Vickie Parker, Brandy Smith, Leslie Stonehocker, Dennis Wandera, Miranda Niemi, Tracy Ehler, Rebecca Ausman

TOPIC	PERSON RESPONSIBLE
<p>Call to Order – 10:01 a.m.</p> <p>Expectations of board members. Reading of HPIO Considerations.</p> <p>Agenda Approval: M – Leslie Stonehocker; S – Catherine Bergman</p> <p>Consent Agenda: Board, staff, and P2P reports; July Board meeting minutes, New Executive Committee Meeting Dates, Updated Human Resource Policy Manual and Financial Policy Manual, membership numbers</p> <p>Consent Agenda Approval: M – Joy Brown; S – Leslie Stonehocker; Approved – unanimously</p> <p>Discussion: Accounting and finance (p. 63) should say change instead of chance. Accrued leave being able to be paid out does not put organization in jeopardy. Page 104 accounting bullet number 4 says “or” and should be “of”. New PTO schedule will assure anyone will be pushed forward to an advantage with new policy and not punished. New meeting date on page 47.</p>	<p>Mary Lukas, President welcomes all</p> <p>In our discussions, please remember our HPIO</p> <p>Pgs. 1-3</p> <p>Pgs. 5-44</p>
<p>Treasurer’s report – 1st quarter and year-to-date financials</p> <ul style="list-style-type: none"> • Total Assets – \$280,709.98 • Total Liabilities - \$200,475.66 • Total Equity - \$80,234.32 <p>Motion to accept Treasurer’s Report – M – Leslie Stonehocker; S – Crystal Abbe; Accepted – unanimously</p>	<p>Dr. Brian Kingrey, Treasurer</p> <p>Pgs. 48-50</p>

<p>Budget Updates</p> <p>Did give some money back to Department of Public Health due to the “T.E.A.C.H.-like” monies that deal with the Home Visitor program.</p> <p>Would like to move to a state-wide WAGES system, but there are many moving components to make this happen. Have requested \$2.5 million from the Department of Management to move to state-wide WAGES, with increase over the following 3 years. Jillian is also having conversation with Department of Human Services to assure there is consideration in this systems. Also asking for increases in T.E.A.C.H to enhance and increase.</p> <p>Will need to consider higher level PD and consider more extensively assuring systemic education for early childhood Birth to age 8 – for the entire field.</p>	<p>Jillian Herink, Executive Director</p>
<p>Auditor Recommendation</p> <p>We need to review our Auditor every 5 years. Jillian and Lori have reviewed three auditing agencies and continues to recommend we stay with Denman.</p> <p>Brian made a recommendation to continue with Denman as our auditing agencies.</p> <p>Motion to accept recommendation – Catherine Bergman; S – Diane Casto; Accepted – unanimously</p>	<p>Jillian Herink, Executive Director</p> <p>Dr. Brian Kingrey, Treasurer</p>
<p>LEAP</p> <p>Activity to discuss our IaAEYC mission and how it ebbs and flows. Our mission must be broad and flexible.</p> <p>There is a new Board Reporting form. We looked at the new report and discussed. When this is sent out next time there needs to be examples attached with both Chapter Reps. and other Chair Positions. This will help people understand how to fill out the form.</p> <p>It is important to assure we continue to have visitors at Board Meeting, but understanding how to actively encourage participation in Board Meetings. We also must assure our current Board Members have buy in for Board meetings and assure if a Board Member misses two meetings in a year there is follow up with that member to have an active Board.</p> <p>The new Board form may take a few reconsiderations as they are filled out over the next few months to adjust and gather as much data as possible. Jillian and Mary will review the form and take feedback into considerations.</p>	<p>Mary Lukas, President Pg. 51</p>
<p>Review the Audit</p> <ul style="list-style-type: none"> • Performed audit in July 2019 with full report provided to each Governing Board Member. 	<p>Scott Christopher</p>

<ul style="list-style-type: none"> • We have moved to a new auditing level (Uniformed Guidance) because we have over \$750,000 in Federal expenditures. • Statement is Unmodified and Clean Opinion from Auditor – highest level of support that can be had in an Audit report. • Net assets are now reported without donor restrictions. 2019 net assets were \$73,868. • Year-end total as of June 30, 2019 as reported by Audit \$2,908,430. Break-even year. • No unmodified opinion, material weakness, or noncompliance specific to federal funds according to this Audit. • If nothing changes in threshold of this report we will qualify as a low-risk Audit next year. We could not qualify this year because this was our first year under this type of Audit. • No problems or issues with regards to IRS, but taxes need to be submitted by November 15. • 990 Report, aligning to Audit report, is ready to be sent by November 15. <p>Motion to accept Auditor’s Report – M – Joy Brown; S – Vickie Parker; Accepted – unanimously</p> <p>Motion for Jillian Herink to sign and submit 990 form for 2018-19 Tax Return– M – Brian Kingrey; S – Miranda Niemi; Accepted – unanimously</p>	
<p>Measuring Our Mission</p> <p>We did an activity building off what we started at the Summer Board Retreat and pairing with data from the Membership meeting. This activity took a deeper look at the additional parts of our mission statement.</p>	<p>Mary Lukas, President Jillian Herink, Executive Director Pgs. 49-52</p>
<p>Affiliate Council Update</p> <ul style="list-style-type: none"> • Brian, Miranda, Mary and Jillian will be attending annual conference in Nashville this year. Ann Turrell will be doing presentation on merging Graceful Leadership with HPIO. • Will be two different tracks for Leadership Day – one that will be Directors Track and one will be for other leaders on diversity and equity. • Nomination committee has been working on slate for National Board. The Council had a meeting last week to decide on applicants. The announcements of Council will be made soon. • Brian’s term is up June 2020 although there is a chance he might be extended for a year. Application process will be coming in January for next round of applications. Council has 2 face-to-face meetings, 2 days in D.C. in February and then another date at wherever annual meeting is for the year. Ultimate goal is to move toward more HPIO. 	<p>Dr. Brian Kingrey, Treasurer</p>
<p>Public Policy Update</p> <ul style="list-style-type: none"> • Looked at 2 public policy priorities and if they need to be altered. These priorities do need to be reviewed. Once those policies are solidified Leslie and Jillian will put together thoughts and considerations more specific to those policies. • For priority #1 include, should include words “birth to age 8” right after “every child”. 	<p>Leslie Stonehocker, Public Policy Chair Pg. 57</p>

<ul style="list-style-type: none"> • Should these priorities be specific or broad? Keeping priorities broad allows priorities to be tailored to each member’s specific area. Priorities are more beliefs and values. Bullet points underneath are action items. Then individuals can make specific ask. Important to keep policies broad to reach as many people as possible. • Adjustments to priorities: <ul style="list-style-type: none"> ○ For priority #1: Each and every child, birth to age 8, will have access to an affordable quality care and education program. ○ For priority #2: A diverse early care and education workforce will be appropriately educated and fairly compensated. <p>Motion to approve priorities as worded above - Brian Kingrey; S – Miranda Niemi; Accepted – Unanimously</p>	
<p>Family Engagement</p> <ul style="list-style-type: none"> • Crystal shared definition of family engagement and consideration of how family engagement should align with school district’s triangle between family, child, and program. • Crystal shared continuum of family engagement and how we can have language with child care educators around their consideration with family engagement. Family engagement is not exclusively family support practices. There is overlap, but family engagement is relationship based, relevant, repetitive, rewarding, rhythmic, and respectful. • Consider how we can invite parents to local chapter event, have a parent/play experience, utilize NAEYC’s materials, have parent workshops with Fall Institute. 	<p>Crystal Abbe, Family Engagement Chair</p>
<p>Member Benefits Discussion</p> <ul style="list-style-type: none"> • Proposed to remove buy 1/get 1 free Tony Lacy raffle tickets at Fall Institute. Will move to buy 5/get 1 ticket. • Brian made a motion to replace “buy1/get 1 free Tony Lacey raffle tickets at Fall Institute” with getting a “10% discount on Iowa AEYC merchandise” in Membership Benefits; S – Diane Casto; Accepted – Unanimously • NAEYC’s membership certificate looks like a post card. You should also get a state affiliate membership certificate though email. • If you are signed up for automatic renewal with NAEYC you still have to call in to get that done. 	<p>Jillian Herink, Executive Director Pg. 58</p>
<p>Institute Feedback</p> <ul style="list-style-type: none"> • Staff is analyzing feedback from Institute and will share at next meeting. • Dennis proposed blocking off men’s bathroom to utilize as membership. • Consider having Governing Board members in Membership room. • Start looking for Spanish Speaking sessions now. Also looking for “Health and Wellness” track. • Consider how to have more emphasis on membership. • This spurred conversation around membership and the visibility of Iowa AEYC. 	<p>Jillian Herink, Executive Director</p>

<p>Strategic Planning Discussion</p> <ul style="list-style-type: none"> Mary will be sending more readings and responses around strategic planning. 	<p>Mary Lukas, President</p>
<p>Chapter news and updates:</p> <ul style="list-style-type: none"> Rolling Prairie – on third attempt the Chapter had 11 families in attendance for a play experience. This was funding through a DEY (Defending Early Years) grant. East Central – Blast Off Conference had record numbers. Sold out for the first time! Doing many trainings right now, Flip It; Mindfulness; Loose Parts and STEM for Infants and Toddlers. Starting a book club. North Iowa – Local conference is next Saturday. At 156 in attendance. Might have to reconsider space if continues to grow. One of sessions is CACFP sponsored. Have co-sponsors of CCRR and the Community College. Green Belt – Flip It; Nurtured Hearts trainings. “Fall into Reading” conference is next weekend, but lower numbers this year. Mid-Iowa – Have “No Small Matters” coming up. Rebecca is continuing to make connections in the community with the local “Book Bash”. There is no central system right now to collect what trainings are around the state. If there is a training happening please assure it is posted with IAAYEC. 	<p>Chapter Representatives</p>
<p>Executive Director updates</p> <ul style="list-style-type: none"> Let Jillian if you are not getting NAEYC’s Notes New CDA Systems work – need PD people to go in and evaluate child care providers going through CDA. Iowa AEYC grant can add \$100 for CDA consultants as well. No movement on lobbying and advocacy work. It is still in discussion. This has brought up good conversation around the state about the need for EC Lobbying around the state. Good conversation with Dave Arens from Wells Fargo in the Des Moines area about potential board engagement. He is a good voice for EC. Wells Fargo can secure funds for Boards they sit on. Green State Credit Union is looking for a membership organization with a national draw. They are discounting membership for people outside of Iowa at \$10 discount for \$30 membership. Jillian is working with Sheila Hansen to redo the CCA survey that was done in 2016. US Chamber of Commerce is creating a report for Iowa and contacted Jillian. She had a conversation with US Chamber member to do a report and consider how to include partner with businesses around the state. Mitch Coluzzi is pursuing purchasing the building. Did a walk through of the building. Mitch and Jillian will be looking at a possible blue-print of redo of this building to make one suite, not multiple suites. They will be looking at heating 	<p>Jillian Herink, Executive Director Page 22-23</p>

<p>and cooling this week. Jillian has asked for the rent to be reduced. Jillian has been scouting other locations, but will put those on hold.</p>	
<p>Individual board member celebrations, other announcements from members, take-home messages, and agenda items for next meeting.</p> <p>What will you do with what you learned/heard today? Who will you share it with? Where do we go from here?</p> <p>Don't forget to complete and submit:</p> <ul style="list-style-type: none"> • Confidentiality, Conflict, and Disclosure form • GB Meeting Evaluation form • Expense/Mileage Reimbursement form <p>Motion to adjourn at 4:00p.m. -</p> <p>M – Joy Brown; S – Miranda Niemi; Approved – Unanimously.</p>	<p>Mary Lukas, President</p> <p>Upcoming dates for your calendars:</p> <p>2019</p> <ul style="list-style-type: none"> • Nov. 20-23, NAEYC Conference <p>2020</p> <ul style="list-style-type: none"> • Feb. 23-25, NAEYC Public Policy Forum • Apr. 13-17, WOYC • May 1, IAAEYC Spring Leadership Institute • June 7-10, NAEYC PLI • Oct. 1-4, IAAEYC Fall Institute • Nov. 4-7, NAEYC Conference