

Iowa AEYC Governing Board Meeting

Saturday, October 28, 2017 ~ 10:00 a.m. – 4:00 p.m.

Iowa AEYC Offices ~ 5525 Meredith Drive Suite C, Des Moines, Iowa

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.

MINUTES

TOPIC	PERSON RESPONSIBLE
<p>10:00 Call to Order – Welcome, introductions. Individual Board Member celebrations. P2P Recognition from Brian. Agenda additions and today’s consent agenda approval. Expectations for Board Members – HPIO review.</p> <p>Consent agenda: Board Reports, July Meeting Minutes, Changes in HR and Fiscal Policy Manuals (final reading and approval), Updated Job Descriptions, Iowa AEYC Governing Board Policies & Procedures Manual, Membership Numbers</p>	<p>Dr. Brian Kingrey, President, welcomes all call to order 10:02 a.m.</p> <p>Audit information passed out- Reports and updates- Board reports July meeting minutes HR and fiscal policies-went thru in July and fully reviewed and exec., updated job descriptions, membership numbers pg. 10-80</p> <p>Do any items need to be removed from the consent agenda? Please read the entire Consent Agenda prior to the meeting.</p> <p>Pgs. 10-80 Anything pulled out? none Motion to approve: Mary L., 2nd Joy B. favor-all opposed-none, abstentions-none</p> <p>Approval of agenda: Leslie S. 2nd: Gladys M. favor-all, opposed-none, abstentions-none</p>
<p>10:15 Annual Audit Presentation</p>	<p>Scott Christopher, Denman & Company, LLP Federal awards dictate type - 501c from June 30, 2017</p> <ul style="list-style-type: none"> • Pg. 3-managements responsibility • Do a sample, not 100% • Express opinions, complete and unmodified-received every year • Receivables were collected • Assets of \$363,000 • Payable-most payed up • Accrued PTO-up due to more employees • \$92,000 • No line of credit-payed up • TEACH had same revenue • Income up \$500,000 (Kellogg grant, Polk county ECI, and Equip) • WAGES grows

	<ul style="list-style-type: none"> • Sponsorship down • Investment and contributions up • Pg. 6-statement of cash flows • Pg. 7/8- financial statements • Income taxes-no impending IRS notices or examinations • Contributions of risk-grant money would significantly impact • Pg. 9/10- 2017 compared 2016 • Salaries increase-12 employees to 22 • Everything else comparable • No Questions-over statements • Communication letter prepared • No disagreements with management • No concerns • Representation provided-no other consultations • 990 tax return prepared and mailed-filed by Nov 15th-no extension needed • Access line of credit to pay staff and both executive directors-then paid it off • Questions-Comment-Kristy L.-increase of wages well worth transition benefit • Jillian-nice for both Barb and I to both be here • Accountant-no deficiencies during transition • Brian-biggest decisions you approve, don't take it lightly • Jillian-audit bid out again, not just keeping friend on board • Mary L.-nice to have consistency <p>Motion to approve-Gladys M., 2nd Kristy L. Discussion-none, accept- all, opposed-none, abstentions-none</p>
<p>10:35 Leadership Story</p>	<ul style="list-style-type: none"> • Brian Kingrey, President & NAEYC Affiliate Advisory Council • Introductions of members present, current positions, and chapter roles • 2,000 members to double-we are up 150 @ 1173 • NAEYC balls <ul style="list-style-type: none"> ○ Mary Minard: membership chair-Imagination by helping grow ○ Brandy-Inspire-IAEYC making sure it is what it can be, brings another view-nice addition to exec. ○ Dianna Saelens-Leadership-at state and local level-help Quad cities-NAEYC affiliate council ○ Deidra- Inspiration- work in transition and planning/preparation for new chapter ○ Gladys-Nurture- make everyone feel welcome-nurture new members and build chapter • Leadership story: Brian Kingrey
<p>10:45 Affiliate Advisory Update</p>	<p>Dianna Saelens, NAEYC Affiliate Advisory Council Review board report-pg. 11</p>

	<p>September 15th change over-new membership system (AMS) Generates better reports and better access</p> <ul style="list-style-type: none"> • New membership rates are in place-entry level \$30 • Family membership level- retired or no longer in field could choose to stay connected • Leadership day on Nov 15th at annual conference • Brainstorming with other NAYC and Europe-membership focus • Automatic renewal • Donna Kennebeck Biggest pull to bring people in-any research? Brian- Hoping every state has their own benefits-different than NAEYC's benefits-what they offer plus local will pull in members. • Jillian- Hoping Power to Profession-advocacy and a voice will be a draw-connectedness to push message. • Donna-WAGES staying active be another way to help members
<p>11:00 Next Steps in the NAEYC Restructuring & Branding</p> <ul style="list-style-type: none"> • Communications from NAEYC • HPIO Chair • Timelines (Rebranding) • Membership Goals • Bylaws • Next Steps 	<p>Brian – Taking a look at how we do business under the new charter and NAEYC Structure</p> <p>11:07-September 15th occurred and ready to move on with new branding etc. choices that we could have done. Continue as chapters-different structure- We decided to have local chapter-restructured-realign chapter lines. No activity was taking place in some due to size and leadership. Brian went through and came up with a map that should be no longer than 2 hours driving difference-hold meeting in middle. Created a new chapter up NW-new leadership needed-restructure alignment and boundaries-getting them smaller (6-8) NAEYC no longer cares about local chapters-chapter choices are not there when renewing-Pat is continuing to do that based upon your permanent address. Pass on to chapter people. NAEYC doesn't matter what chapter you are in, your membership dollars go to your permanent address. Any training or conference needs to be open to entire membership of the state. You need to send it to Pat and she can send it to everybody. Donna-do we have to tell Pat that or is it automatic? Jillian-send us your information and we will tell you if we can't read it. Pat is not a graphic designer-we are struggling with rebranding so have it polished and we will send it out. Jillian would like to be present at some of them, new structure will have opportunities all over the state. Jillian feels they appreciate our structure, they don't see it in their membership, and really want to look at active membership and see what you are doing? Joy-if you piggy back off of college? Cherie-aren't you using DHS? Yes, but doesn't mean anyone is looking at training registry. Jillian-still have us look at it. Training registry is going under restructure. Brian and Jillian have worked with Quad cities-been absent since January. Board report said they are struggling. Quad cities didn't meet threshold so became a chapter of each side of the river. NAEYC sent conference call and NAEYC contacted the Quad cities, they overpassed Iowa and Illinois-they had no ideas why they were called to conference call. Quad cities went rogue. Donna-historically that has been their role. Chain of command didn't follow the protocol-Jillian-did everything for Iowa not for</p>

	<p>Illinois. On conference call they had not done that and Illinois let them disappear because they did not sign by September 15th. What should their members think? Very messy, IAAEYC was not involved-conversation 2 weeks ago. Gwen was positive about how to go about things-Carol from Illinois felt very blindsided-had a conference call on how to proceed. Gwen had given Quad cities to remain a chapter members an agreement-wanted one of the states to hold their logo. Quad cities wanted to honor the past and keep both sides happy. Wanted to say Quad cities to stay-with a new logo. Iowa and Illinois said that will not happen. 300 plus down to 49 affiliates. No one said you can't work with who you have always worked with. Quad Cities completely dissolved and do not exist, but keep 502c status and not be attached to IAAEYC or belong to a chapter in Iowa or Illinois. Dissolve completely-their moneys go to nonprofit. They can give it to anyone not just Iowa or Illinois IAEYC. Iowa holds chapter agreement, Iowa will become governing entity-any time they join with Illinois logo has to be attached. Didn't want both logos. Donna-10 years ago same thing-same leadership. They are saying they will be members and choose which side-they are just members of Iowa or Illinois. You are with us or not. Carol and Brian came up with questions...money/dissolving/remaining just not NAEYC. Members total: Iowa side 108 Illinois: 28 Damage control need to be done? Past issues with membership. Iowa not letting people disappear-looking for new membership. People are interested and let them. Jillian and Brian meeting with Illinois over dinner. Long standing issues. Barb and Mary went over, 10 years ago Donna and others went over. Perfect time to restructure. Quad cities have not reported for over a year. Quad cities chapter needs to leadership. Can still work across the border-pay \$7.50 to pay to be another member.</p> <p>Timelines for rebranding-meeting everything.</p> <ul style="list-style-type: none"> • Bidding out new website. Worked with contracted person to meet colors. 15-20 years ago for our website. Color change very pricy-bidding out. • Chapters by Jan 1st. One sweep or as things come up. Names on checking accounts etc. Go to NAEYC and type in branding and it will come in-Cranberry number will come up. We don't have to use an affiliate of NAEYC-only main office. Chapter link down until updated. All information to Jillian. TIN numbers. Take information to bank. As questions come up send them to Brian and Jillian. • Membership goal: double your membership • Bylaws: revised version was approved at membership meeting. 1 question-why can't we have student membership-NAEYC controls • Student group is missing-NAEYC mentioned now that there is group registration-higher ed would purchase for students or make part of class costs. Hoping institutes and higher ed will include cost, reach out to colleges, send link to the person/group-negotiate with group membership person
11:20 Public Policy	Julee Albers, Public Policy Chair

<p>Agenda Overview</p>	<p>2 main initiatives</p> <ul style="list-style-type: none"> • National League of Cities <ul style="list-style-type: none"> -teach and wages -model -other cities/Des Moines is one/be more impactful and more intentional -living wage/parents discuss-expensive and can't get in to a center -quality of care/licensing -in home centers Marsha Baslow <ul style="list-style-type: none"> -homelessness -equity -senior director at DHS • Rural piece <ul style="list-style-type: none"> -state and national work presentation -work force needs in rural communities -Bellevue, IA (Rockwell Collins)/John Deere -50-80,000 -can't fill spots -needs assessment/survey -affordable housing and quality child care -adds up to a city -economic development -if we don't look at these needs -Speak out-don't give up-keep talking! -Marsha in charge of TEACH-working on our side -share your impactful stories -March 4-6 -Public policy in DC -Julee and Jillian go to attend public policy forum -immersed in this work /funding/times are changing and times are hard -change it to economic care -educating employers -framework of why you leave? Data/meet with HR/ costs to hire new
<p>11:30 Treasurer's Report – 1st Qtr. Financials</p>	<p>Jillian Herink, Executive Director</p> <p>Pgs. 92-94</p> <p>Look other contracts: pieces that aren't TEACH, WAGES etc.</p> <ul style="list-style-type: none"> • Misc.: credit card reward, come in/out money, designated money and more of pass through • Donations-just that • Staff and Board travel 38% (should be %25) eb and flows and where invoice falls Policies that state what is paid. Approve on

	<p>behalf of board Pres: annual conference and PLI, Pres elect: go to either. Jillian covered to go to those or public policy, National Womens or other. NAEYC will reach out free registration to annual conference. Kristy going for board under misc. Shows profit b/c conference expenses had not hit. Misc. income are pass through. Program travel is through their program. Discussion on conference location, funds, money raised/lost</p> <ul style="list-style-type: none"> • -targeted donations, ways to drive larger money for sustainability • -more specific donation designation • -rebranding costs in its own category not to skew marketing • -DE funding-draw attention to not just K-12 • Motion: Leslie S. 2nd: Nancy M. Discussion-none favor-all, against-none, absention-none • TEACH-billing and coding-items were coded differently, doesn't show a loss-it was not a loss. Original deficit of \$13,000 was not \$26,000 difference. Not in the red-just coding difference. • -Soften language on collections/difference in language
11:45 Lunch	
12:30 Leadership Fellowship Wrap-Up	<p>Amanda Winslow, Department of Education 12:35 presentation The impact on inclusion in a childcare setting (Awarded in 2016)</p>
1:00 Board Training - ECQuIP Program	<p>Stacey Walter, Program Manager -Early Childhood Quality Improvement Project presentation</p>
1:30 Workgroups 1) Advocacy – brainstorming our 2018 Public Policy Agenda 2) Membership – how will we meet our thresholds? 3) Finance & Leadership Fellowship Feasibility 4) Fall Institute Evaluations 5) Strategic Plan	<p>Executive Committee & Committee Chairs</p> <ol style="list-style-type: none"> 1) Julee Albers & Leslie Stonehocker 2) Mary Minard & Brandy Smith 3) Tom Rendon & Jillian Herink 4) Mary Lukas 5) Brian Kingrey
2:30 Report Out on Workgroups	<p>Julee, Leslie, Mary M., Brandy, Tom, Jillian, Mary L., and Brian</p> <ol style="list-style-type: none"> 1) 2018 Public Policy Agenda -everyone involved-talk about what you feel passionate about. Just say something! Don't worry who! Little effort going a long way! 2) Membership – how will we meet our thresholds? -meeting ideas, how do we do something of value, pot luck, meet

	<p>at different centers, homes-ways to bring people together. Saturday trainings work, other times struggle. Kristy send a survey to see what people want, what are their strengths? Varied platform of approach-zoom/sit and get/varied ways to connect. Connecting with your “border” partner</p> <p>3) Finance & Leadership Fellowship Feasibility</p> <ul style="list-style-type: none"> -letters to donate-minimal donation, targeting contributions and donors, in lieu of flowers, longtime members, leadership fellowship-sub group to discuss using differently, not just one individual getting lump sum for the project, ways individual members can contribute, smaller tax deductions-basket raffle donations, 100 women-each donate and something everyone could do-come in with minimal donation-4 projects ½ collected would go to project selected and ½ to IAAEYC. Funding names and levels changed for donations-targeted list for donations <p>4) Fall Institute Evaluations</p> <ul style="list-style-type: none"> -Thursday-sensory integration success Pre-conference not much advertising -brainstorm how to get more students -change dates -more infant and toddler -presenter information -send design of room -interested in working on committee for next year -names for conference chair <p>5) Strategic Plan</p> <ul style="list-style-type: none"> -look at what we have done and what needs to be done -create new plan -based on 5 same goals
<p>2:55 Membership Categories, Benefits, and Outreach</p>	<p>Brian, Mary M., and Jillian No discussion due to time and we have discussed in other discussions.</p>
<p>3:30 Chapter news and updates</p>	<p>Chapter Representatives</p> <ul style="list-style-type: none"> -Joy’s chapter struggled with losing 2 counties -Mid Iowa-include members beyond metro area -North Iowa-Mason City area-officers/members -New Chapter rep/ideas from membership to help -Jillian members are up but not near where we should be, NAEYC conf, TEACH conf.-she is engaged at National level -Mary Lukas-president elect-get to know members better, attend PLI, state chapter reps and chapters -Fort Dodge-tough to plan-difficult to carry out tasks -Allison-change name to Prairie Rivers and concern on new members -Resignations shared -Joy shared Bright Eyes in the Park happening tonight in her area
<p>3:45 Other</p>	<p>Brian - Upcoming Dates for your Calendars</p>

<p>announcements from members, take-home messages, agenda items for next meeting</p> <p><i>What will you do with what you learned/heard today? With whom will you share this information?</i></p> <p><i>Adjourn no later than 4:00 p.m.</i></p>	<p>NAEYC Annual Conference & Expo</p> <ul style="list-style-type: none"> • Nov. 15-18, 2017 @ Atlanta, GA <p>Public Policy Forum</p> <ul style="list-style-type: none"> • March 4-6, 2018 @ D.C. <p>Spring Leadership</p> <ul style="list-style-type: none"> • Saturday, April 28, 2018 <p>NAEYC PLI</p> <ul style="list-style-type: none"> • June 10-13, 2018 @ Austin, TX <p>NEXT CONFERENCE DATE OCTOBER 5-6</p> <p>ECI 20th Anniversary Reminder of Financial information Evaluation and Mileage at \$.39 mile Adjourn @3:57 p.m. Motion-Leslie 2nd- Julee; All in favor yes</p>
--	--