



POLK COUNTY EARLY CHILDHOOD IOWA BOARD MEETING
United Way of Central Iowa
Conference Room F
October 25, 2023

Voting Members Present: Sam Early, Dave Arens, Jessica Bruning, Alicia Chilton, Suzanne Cohrs, Matthew Klemme, Crhistian Ramirez, Shay Scholtes, Emily Westergaard; Participating via teleconference: Deanna Bennigsdorf, Eva Morales, Eric Tubbs; Tabitha Choquette joined via teleconference at 11:34; Sandy Carter joined via teleconference at 11:45 a.m.

Voting Members Absent: Kevin Abler, Rob Barron, Adam Montufar, Marianka Pille, Stephen White

Ex-Officio Members Present: None

Ex-Officio Members Absent: Aaron Johnson, Barb Merrill

Staff Present: Barb Bremner, Jody Kanne

Guests Present: Leann Andre, Child Care Consultant Supervisor, Child Care Resource & Referral; Ellie Burns, Director of Nonprofit Relations, Community Foundation of Greater Des Moines

Welcome

Board Chair Sam Early welcomed members and called the Polk County Early Childhood Iowa Board meeting to order at 11:30 a.m. Quorum was met at this time.

Approval September Minutes

Minutes of board meeting September 27, 2023, were presented. Early asked for any changes or corrections to the minutes as presented.

A motion to approve the September 2023 minutes was made by Dave Arens and seconded by Suzanne Cohrs. THE MOTION CARRIED UNANIMOUSLY.

Tabitha Choquette joined via teleconference at 11:34 a.m.

September FY24 Financial Report

Matthew Klemme presented the September FY24 financial report. Expenditures are tracking with historical data.

Klemme reported LSI has not submitted invoices but invoices are expected within the next month. EMBARC contract has not been issued. The Audit Committee discussed revisiting the EMBARC contract at the December meeting to determine allocation of funds to another area.

School Ready

- FY24 School Ready funding is \$2,965,062
- Carry Forward funds total \$304,473.51
- FY24 Total School Ready funds \$3,269,535.51
- Interest accrued through September 2023 totals \$2,155.35
- Expended School Ready funds end of September 2023 total \$313,792.37
- At the end of September 2023 10% of School Ready had been expended. End of previous September 2022 10% of funds had been expended.

Early Childhood

- FY24 Early Childhood funding is \$969,361
- Carry Forward funds total \$141,469.91
- FY24 Total Early Childhood funds \$1,110,830.91
- Interest accrued through September 2023 totals \$895.98
- Expended Early Childhood funds at end of September 2023 total \$81,198.82
- At end of September 2023 7% of Early Childhood had been expended. End of previous September 2022 9% of funds had been expended.

A motion to approve the September FY24 Financial Report was made by Emily Westergaard and seconded by Dave Arens. THE MOTION CARRIED UNANIMOUSLY.

Guest Leanne Andre, Child Care Resource and Referral, arrived and was introduced to members.

Being an Effective Board Member

Ellie Burns, Director of Nonprofit Relations, Community Foundation of Greater Des Moines, presented information on the basics of being an effective board member. Her presentation included the topics:

Identify your “Why” – Members shared why they serve on the PCECI Board:

- Passion for the mission
- Strong return on investment in the early childhood space
- Experience as parents of young children
- Healthy children and families have a ripple effect on our community

Sandy Carter joined via teleconference at 11:45 a.m.

OnBoarding Plan – Engagement tactics for new board members:

- Participate in experiences like visiting funded partners, participating in agency events
- Board mentorship – Ask for a board mentor
 - Have a breakfast for new members to meet members. Encourage members interested in being a mentor to attend breakfast. Pair people based on committees they will serve on.
- Assume a baseline of two years to learn the full scope of a board’s work.
- Read governance documents, policies, materials, past meeting materials.

How will you show up as a...? – How do you want to show up for the board?

- Doer
 - Hold meetings on-site at funded partner. Opportunity to learn more about the program.
 - Practice session for spring investment time?
 - Staggering terms helps having different levels of experience at meetings, crucial during investment meetings.
 - First year of investment meetings gives new members a better understanding of why/how we fund.
- Door Opener
 - Members rely heavily on Bremner for networking, sharing the boards work due to her wide community and United Way contacts.
 - All members around the table have contacts within their circle to share the board's mission.
 - Advocacy for early childhood investment.
 - Bremner shares additional funding sources and supports with partners.

The Community Foundation has an online resource, GIVEdsm, where a 501c3 organization can post requests for funding. This could be a resource for the board to learn of new partners and additional funding needs in the community.

Burns reviewed the Fiduciary Role checklist, BoardSource, Purpose-Drive Board Leadership and Board Health documents. These are good resources for board members to review that provide information on board member roles and responsibilities and best practices.

The Community Foundation provides resources for organizations and individuals wanting to start their own nonprofit organization. They provide networking groups for executive directors, managers, marketing staff and provide quarterly board training opportunities.

Exploring Strategies and Priorities

Early began a discussion of the focus areas included in the Board Goals document:

- Children have fallen behind due to the pandemic, identify ways to support extra gaps.
- Where do we meet families at? How to empower educators who have the relationships with the families? Help families connect or programs?
- The focus areas are circular, overlapping.
- We need more social/mental health supports for providers.
- Stability and consistency important for child through provider stability
- It is difficult to measure a goal of healthy families/kids, we need to continue to fund programs with good returns. Evaluate when we need to take a risk on funding a new program.
- Giving providers tools they need to succeed; CCR&R, IAAYC, technical assistance to new organizations.
- Filling gaps, meeting people where they are at.
- How clear a picture do we have of needs and gaps in the community?

Administrative Report

Administrative Report included with today's materials.

- Bremner thanked members who donated towards the Early Childhood Iowa Association fees, 32% of the membership fees came from donations from 10 individuals.
- Bremner attended the October 4th professional development opportunity sponsored by the Association.
- Bremner attended the October 18th advocacy training presented by the Association lobbyists Eide-Walton.
- Bremner and Early will be attending the Association's 3rd Annual Meeting November 9th.
- Bremner will the ECI State Board Meeting November 3rd. IAEYC will present results from their recent Child Care Workforce Study. Bremner will present on PCECI's Thank You Bonus program.

Old Business

- Early and Cohrs meet monthly with Bremner to prepare for each board meeting. This includes quarterly evaluation of Bremner's goals shared at the first board meeting. Members were encouraged reach out to Early with any questions/concerns regarding any aspect of the board's work.

New Business

- None

Public Comment

- None

Adjournment

Westergaard made a motion to adjourn the meeting; Cohrs seconded. THE MOTION CARRIED UNANIMOUSLY.

Early adjourned the meeting at 12:58 p.m.