

MINUTES FOR THE APRIL 25, 2016 BOARD MEETING

CALL TO ORDER:

Meeting was called to order at 6:34 pm by President Gidget Macke.

ATTENDANCE

BOARD

Gidget Macke
Michelle Sweet
Christy Stith
Janet Kinstetter
Kelli Tavegie
Summer Stephens
Stacey Jones

STAFF

Jane Rhoades Executive Director
Sarah Thompson Preschool/Child Care
Francie Gregory Business Manager
Jamie Beastron Family Svc. Coordinator

AGENDA

No changes

APPROVAL OF MARCH MINUTES

March minutes approved via e-mail. (Gidget, Kelli, Michelle, Janet, Christy)

BUSINESS MANAGER'S REPORT

Voucher list for March was given to the Board. Kelli asked about #26973 paid to Summit Group Software. Francie explained that this was tech support for the direct deposit payroll as well as the annual agreement cost for continued support. Christy inquired about #26984 paid to Jane. Francie explained that Jane conducted a PITC (Program for Infant/Toddler Caregivers) Training and the cost was paid through the Partnership Grant. Kelli moved to approved vouchers. Stacey seconded the motion. Motion carried.

Francie gave the Board a P&L for review. Discussion ensued regarding all budgets being significantly in the red. However, we have had to replace a lot of expensive equipment which has all been paid for and our savings accounts are still intact.

Summer inquired about the wages line item at the Upton Preschool. Jane reported that she has hired another staff person in Upton to help with crowded classrooms by rotating children to another room for different activities.

REGION III /SPECIAL ED

Kim and Jamie submitted Special Ed Reports. Kim and Barb are reviewing all child files in preparation for the Part B Monitor the week of May 16. Transition meetings have been scheduled. A detailed Special Ed Report is attached.

PRESCHOOL/CHILD CARE COORDINATOR

Preschool reports were given to Board members.

DIRECTOR'S REPORT

Jane reported that Scott Rager, Homeland Security Coordinator has heard from the State on his submitted environmental review and it was denied. This means we will not be receiving the nearly \$4,000 from Homeland Security for the security cameras. Summer provided a contact at State Homeland Security for Jane to call.

Julie's Medicaid report was given to the Board. Jane asked Julie to bill as much as possible before the new budget July 1st. A delay in receiving therapy notes delays timely billing to insurance and Medicaid.

Jane reported that the Part B monitor will be May 16th – 20th. She reported that the LSO Audit will also be that week.

Jane reported that she has received a quote on the duct work of \$9,000. The furnaces would have to be removed and Jane asked Source Gas for an estimate. They recommended purchasing new furnaces at approximately \$9,000 - \$10,000, since they are 28 years old. Gidget mentioned that Source Gas has an Appliance Protection Plan which could result in reduced furnace repairs if we have to keep the existing furnaces.

Jane told the Board that she has written a letter to Michael Farnsworth requesting the refinery's assistance in purchasing new furnaces. A copy of the letter is attached

The new vehicles have arrived and the vehicle grant concluded.

We are still having rabbit problems. The wiring in the Uplander has been eaten through several times to an estimated cost repair of \$1,500. Brad Troftgruben has applied for and received a permit from the Wyoming Game and Fish to trap or eliminate the rabbits.

Jane said that the State Legislature has ended the Community Partnership Grant, but they have appropriated \$650,000 which must meet TANF Grant requirements.

At this time Jane has started determining anticipated revenue for the budget.

She presented the following documents for the Board's review;

Part C spreadsheet

ECA \$173 per child

Part C \$11 per child

Contract amounts

Revenue page

The next meeting will be Monday, May 23rd.

The meeting adjourned at 7:55 pm.

Respectfully Submitted By,

Sarah Thompson
Preschool/Child Care Coordinator

