

## **MINUTES FOR THE SEPTEMBER 21, 2015 BOARD MEETING**

### **CALL TO ORDER:**

Meeting was called to order at 6:30 pm by President Gidget Macke.

### **ATTENDANCE**

#### **BOARD**

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

#### **STAFF**

Jane Rhoades Executive Director  
Francie Gregory Business Manager  
Sarah Thompson Preschool/Child Care

### **AGENDA**

Add: Information on Early Childhood

### **APPROVAL OF AUGUST MINUTES**

August minutes approved via e-mail.

Summer reported that the Recalibration Committee is interested in Early Childhood, where all children are receiving education not just the special education services. The legislators have asked for more information and Lachelle Brant will be working on collecting this information.

### **BUSINESS MANAGER'S REPORT**

Voucher list for August was given to the Board. Kelli asked about #26129 to Sheds, LLC. This was for shredding old children's files. This shredding is done once a year. Stacey moved to approve the voucher list. Janet seconded. Motion carried.

A discussion was held on whether funds in the Center saving accounts should be moved to different banks or placed in CD's. The possibility of using direct deposit for payroll was discussed.

### **REGION III /SPECIAL ED**

Kim submitted a written report to the Board.

### **PRESCHOOL/CHILD CARE COORDINATOR**

Preschool reports were given to Board members. Sarah reported on TANF, Head Start, and Early Partnership Grant numbers. Most of the classrooms are full.

### **DIRECTOR'S REPORT**

Jane reported on how the renovations are coming along. The sheds are finished and look very nice.

The majority of the new lights have been installed. The rooms remaining to be done are the infant room, Brenda and Julie's offices. The new fire alarm system has also been installed. New front door lights and lighting on the flags has been finished.

Jane reported that Hagen Glass will not be here to install new doors and windows until mid-October. All security cameras are in except for the front door and this is due to waiting of door replacement.

Jane informed the Board that she has vehicle grants submitted to WY DOT TEA for 2 new vehicles.

Medicaid report was given to the Board for their consideration.

Drug testing for staff was discussed. There is a policy in the handbook, but no clarification as to consequences for positive drug results. Jane will do some investigation into other centers policies on drug testing.

The next meeting will be Monday, October 19th.

There being no further business, Gidget adjourned the meeting at 7:20 pm.

Respectfully Submitted By,

Sarah Thompson  
Preschool/Child Care Coordinator