

MINUTES FOR THE NOVEMBER 18, 2015 BOARD MEETING

CALL TO ORDER:

Meeting was called to order at 6:37 pm by President Gidget Macke.

ATTENDANCE

BOARD

Gidget Macke
Stacey Jones
Michelle Sweet
Janet Kinstetter

STAFF

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

AGENDA

No additions

APPROVAL OF OCTOBER MINUTES

October minutes approved via e-mail. (Gidget, Stacey, Michelle, Janet, Summer)

BUSINESS MANAGER'S REPORT

Voucher list for October was given to the Board. Gidget asked about #26483 to Amy Brown. This was for tuition reimbursement. Francie gave the Board the final June 30 P&L. It showed a net profit of \$77,000. Michelle moved to approve the voucher list. Kelli seconded. Motion carried.

REGION III /SPECIAL ED

The child count went in on Nov. 1st with an increase in the number of children to be served. A report from Kim, Special Ed Coordinator is included.

PRESCHOOL/CHILD CARE COORDINATOR

Preschool reports were given to Board members. Jane & Francie explained to the Board that the decrease in October tuition is due to enrollment funding coming from other sources such as the Partnership Grant, Head Start, TANF and Eva Marie scholarship.

DIRECTOR'S REPORT

Jane reported on how the renovations are coming along.

Jane said that Hagen Glass will be done Wednesday will all the doors and windows.

Golden West will be here on Thursday to install the rest of the security system.

Julie's Medicaid report was given to the Board.

Jane reported on the vehicle TEA Grant request. She reported that we did not meet the requirements for this grant. She asked for permission to present our case in front of the SLIB Board. Governor Matt Mead suggested "A Minerals Royalty Grant."

Jane will contact Cedar at Pinnacle Bank regarding the limit on signature cards. Francie recommended two Board Members, Kim and Jane. Jane offered that Sarah should be added because she works full time in the summer and Kim and Jamie don't. It was decided that if the Bank will allow six, we will include:

Gidget Macke, Board

Michelle Sweet, Board

Jane Rhoades, Executive Director

Kim Bock, Special Education Coordinator

Sarah Thompson, Preschool/Child Care Coordinator

Jamie Beastron, Family Service Coordinator

If the Bank limits the number to five, Jamie Beastron will be removed from the signature card. Pinnacle Bank also requested notification of any staff who would be authorized to have access to account information. Members directed Jane to inform Pinnacle Bank that Francie, WCCC/Region III Business Manager is authorized to have access to all account information.

Jane reported on the Upton child care survey. There were only two responses received with the flyers and newspaper ad. The Upton Town Council would like to do a mass mailing to all of Upton in regards to the need for child care.

There will be a short meeting arranged in December for an audit report from Mark.

Executive Session at 7:40.

Resumed the regular meeting at 8:00. Michelle moved to accept Jane's proposal for extra duty pay. Janet seconded. Motion passed unanimously. Michelle recommended that Jane try to fit an additional office position into the FY'17 Budget. Discussion ensued. Everyone agreed that this position is needed and would help eliminate comp and overtime.

The next meeting will be Monday, January 18th.

Stacey moved to adjourn the meeting at 8:15 pm. Kelli seconded, motion carried.

Respectfully Submitted By,

Sarah Thompson
Preschool/Child Care Coordinator

