



**NORTH IOWA CHILDREN'S ALLIANCE
BOARD MEETING**

Date: January 12, 2023

Time: 1-2:30p

Location: Zoom

TOPIC/DISCUSSION ITEM	NOTES
<p>FY23 Funded Program Presenters</p> <ul style="list-style-type: none"> • Head Start • Oral Health 	<p>Trena C./ Meghan J. – presented on Early Head Start and Head Start Transportation. Head Start is currently housed within the Mason City School district buildings. Head Start was informed this would no longer be possible. 96 kids are affected by the change. Head Start staff is current reviewing alternatives to continue the program in Mason City. The largest concerns are the 3-year-olds that are currently receiving early Head Start. 4-year-olds could potentially be absorbed by the public preschool program. They have considered utilizing church as classroom space. Many concerns were expressed by the NICA Board and the offer to provide letters of support or to attend school board meetings with them if needed.</p> <p>Lezah H. – presented on the oral health program.</p>
<p>Welcome & Roll Call</p>	<p>Board members present: Chris, Shana, Melinda, Ken, Sis, and Stephanie. Meeting called to order at 1:34 once quorum was achieved.</p>
<p>Approve Agenda</p>	<p>NICA Board Mtg Agenda 1.12.23 motion to approve by Shana and 2nd by Sis, all in favor.</p>
<p>Minutes - Action Required</p>	<p>NICA Board Mtg Minutes 12.8.22 motion to approve Shana and 2nd by Melinda, all in favor.</p>
<p>Board Items</p> <ul style="list-style-type: none"> • Board Term Limited – Extending Term Resolution – <i>Action Item</i> • By Law Amendment – <i>Action Item</i> • Election of Officers (Chairperson, Vice Chair/Treasure, Secretary) – <i>Action Item</i> 	<p>Board discussed proposing amendments to the current bylaws Article VII – Section E:</p> <p><u>Board Terms:</u> Proposed Amendment - “Members may not serve longer than 2 3 consecutive terms (6 9 years). There will be a (1) year gap after a member leaves the Board before being able to volunteer to sit on the Board for another 2 3 consecutive terms.”</p> <p><u>Officer Terms:</u> Proposed Amendment- “Officers: Each office will be held for a (1) year term. There will be a term limit of 3 consecutive board terms (9 years) two consecutive years for officers with a one-year gap before being reelected as an officer.”</p>

<ul style="list-style-type: none"> • Conflict of Interest – Annual Statement 	<p>Amendments have been reviewed and will be voted on during the February 2023 meeting.</p> <p>Election of Officers:</p> <ul style="list-style-type: none"> • Chris Watts was nominated for Chair by Shana, 2nd by Sis, All in favor. • Ken Zimmerman was nominated for Vice Chair by Sis and 2nd by Shana, all in favor. • Shana was nominated for Secretary/Treasure by Sis, 2nd by Melinda, all in favor.
<p>Director Update & Financial Report</p> <ul style="list-style-type: none"> • State Leadership Changes • Mid-Year Financial Report • Annual Audit – <i>Action Item</i> • Board Liability Insurance Update - <i>Action Item</i> 	<p>Jaci reported:</p> <ul style="list-style-type: none"> • Shanell Wagler has resigned her position with ECI and will be done as of January 27th, 2023. • The Mid Year Financial Report is due January 15th and has been submitted via Iowa Grants. A copy of the report was provided to Board members for review. • Annual Audit – was completed by Gardiner and Co. Review of the audit has been tabled until February’s meeting. • Board Liability Insurance – Jaci has submitted applications for board liability insurance to ICAP (Iowa Communities Assurance Pool). ICAP outsources the fidelity bond to Old Republic Fidelity. Current liability insurance expires February 2023. A motion was made that Jaci could obtain and sign the application for insurance not to exceed an annual cost of \$3,000. Motion by Ken, 2nd by Melinda, all in favor.
<p>Financial Report</p> <ul style="list-style-type: none"> • Program Financial Report – FY23 • Funding to Appropriate – Potential <i>Action Item</i> 	<p>Jaci discussed the current program financial reports as to the percent of funding spent by each program. At this time there are no concerns about the amount of funding remaining with each program. Preschool scholarships will not utilize around \$10,000 of its allocated funding.</p> <p>Discussion was held around the amount of funding that was carried over from FY22 of \$20,737. Jaci discussed state requirements of no more than 20% carryover is allowed each year from the school ready and early childhood funding streams. 20% of funding would be \$110,000+ in funding. Jaci wanted the board to be aware of funding and to consider funding programs that were not funded at 100% of request, or to carry over the funding to FY24 to the new RFP process and newly accepted NICA Community Plan. No action was taken at this time.</p>
<p>Public Comment</p>	<p>None</p>
<p>Next Meeting Date</p>	<p>February 9, 2023 @ 1:00pm via Zoom with the following agenda items to be added:</p> <ul style="list-style-type: none"> • FY22 Financial Audit • RFP Process for FY24

	<ul style="list-style-type: none">• Employer of Record Review• Update on status of Head Start program in Mason City School District• Update on status of Oral Health program and funding.
Adjournment	Motion to adjourn by Shana, 2 nd by Sis, all in favor. Adjourned at 2:31.