Cedar/Jones Early Childhood Iowa

Board Meeting
Thursday, August 13th, 2026; 9:00 a.m.
Olin Consolidated School Community Room/Zoom

Members Present: Mike Bixler, Dionne Daedlow, Darrick Hall, Stephanie Musser, Josh Sundstrom, and Stephen Williams.

Members Absent: Heather Weers.

Others Present: Christy Brown, GWAEA; Christi Regan, HACAP; Melissa Tucker, LSI; Chelsey Steckley, YPN; Katie Steffensmeier, ECIA; and Sherri Hunt, Cedar/Jones ECI Director.

I. **Call Meeting to Order** – Board Chairperson Stephen Williams **called the meeting to order at 9:05 a.m.** Quorum was achieved with 6 out of 7 members present.

II. **Introductions** – All Board members and guests introduced themselves.

III. **Public Comments** – Katie Steffensmeier reminded everyone of the ECIA Home Repair Program and told about projects in Durant and Mechanicsville. She shared that priority is being given to paint and lead repair.

IV. **Board Member Roles & Responsibilities** – Sherri shared Cedar/Jones ECI Board Policy 1.1.2, Board Members Roles and Responsibilities, and reminded Board members of their roles and responsibilities as related to the Cedar/Jones ECI Board.

V. **Board Member Conflict of Interest** – Sherri reviewed Cedar/Jones ECI Board Policy 1.10, Conflict of Interest. Members were asked to sign the Conflict of Interest form and return to Sherri as soon as possible acknowledging agreement to following the policy.

VI. **Board Member Roles & Responsibilities** – Sherri shared the ISU Extension Simplified Parliamentary Procedure document. When new board members join the Cedar/Jones ECI Board, they are given a copy of the document, but she asked Board Members to review the document to ensure fidelity to the Open Meetings Law.

VII. **Meeting Minutes** – Josh Sundstrom made a motion, seconded by Steph Musser **to approve the June 18th, 2026 Board Meeting minutes.** All others approved. Motion carried.

VIII. **FY26 Financials** – Mike Bixler made a motion, seconded by Josh Sundstrom **to accept the FY26 Financials as presented.** All approved. Motion carried.

IX. **FY26 Financials** – Mike Bixler made a motion, seconded by Dionne Daedlow **to accept the FY26 Financials**. All approved. Motion carried.

X. **FY26 Annual Report – Financials & Board Membership Matrix** – Sherri presented the Board with the FY26 Year End Annual Report which included the Financial Report

and the Board Membership Matrix. Darrick Hall made a motion **to accept the FY26 Annual Report including both reports as presented**. All approved. Motion carried.

XI. Association of Early Childhood Area Boards & Advocates – Membership Renewal – Sherri shared an Association Membership overview and associated costs with Board Members. Dionne Daedlow made a motion, seconded by Darrick Hall **to approve AECIBA Membership for FY27**. All approved. Motion carried.

XII. FY27 Budget Amendment – Sherri shared that after fiscal reconciliation of FY26 carry forward funding, FY27 State allocations, and the FY27 Board approved budget, $6,214.53 remains unallocated and a determination for utilization of those funds will need to be made by 10/31/26. Josh Sundstrom made a motion, seconded by Mike Bixler **to allocate the funds to the Cedar and Jones Dolly Parton Imagination libraries to support early literacy for FY27.** All approved. Motion carried. Sherri will request a budget amendment with the State ECI team.

XIII. FY26 Qualtrics Review – Sherri shared the FY26 Year End data as required through the Iowa Qualtrics system. Data includes individual program and administrative costs as well as program performance measure data. After review, Josh Sundstrom made a motion, seconded by Mike Bixler **to approve the FY26 Qualtrics data as presented.** All approved. Motion carried.

XIV. Board Membership – New Board Member Consideration – Mike Bixler made a motion, seconded by Darrick Hall **to approve the Board Membership for Rev. Frank J. Shepherd Jr. for the term 9/1/26 through 8/31/29, filling the Faith Representation membership.** All approved. Motion carried.

XV. Exception to Quality Preschool Program Policy – Sherri shared with the Board a request from the 3 year old HHS Preschool Program at Sacred Heart in Monticello for an exception from the Quality Preschool Program Policy which requires meeting one of the quality standards. The program has a new director and was recommended from CCR&R to wait until their current IQ4K Rating expired before starting the process for renewing their rating. The program is willing to renew but will not have a new rating by the start of the school year and is requesting a one year exception to policy.

Sherri also had discussions with a new program for 3 year olds at the Tipton CSD Elementary School. Being new this year to necessary steps for participation in the Preschool Scholarship Program, they are unaware of the process for meeting quality standards. Sherri is also requesting a one year exception to policy for this new program.

Josh Sundstrom made a motion, seconded by Darrick Hall **to approve an exception to the Preschool Scholarship Program policy regarding meeting the quality program requirements for the Sacred Heart Preschool 3 year old program and the Tipton CSD 3 year old program.** All approved while Dionne Daedlow abstained. Motion carried.

XVI. Director Update – Sherri shared the Early Childhood Iowa Acronym Cheat Sheet created by the State ECI Team, information about an upcoming Early Childhood Community Partner meeting with Cedar and Jones community partners, information on

upcoming Open Meetings/Open Records Law Trainings, an update from the most recent State ECI Board Meeting, and an ECI System Listening Synthesis from the State ECI Board Chairperson Unity Stevens.

Sherri also shared that she has been updating the Cedar/Jones ECI website, closing out FY26 contract files, and will begin reviewing the Cedar/Jones ECI policy/procedure manual.

XVII. Adjourn – Mike Bixler made a motion, seconded by Josh Sundstrom **to adjourn the meeting at 10:08 a.m.** All approved. Meeting adjourned.

Next Meeting: Thursday, October 15th, 2026; 9:00 a.m.; Olin Consolidated School/Virtual
Next Exec. Committee Meeting: Wednesday, September 30th, 2026; 11:30 a.m.;
Dittos, Stanwood