

**Cedar Valley's Promise Board of Directors**  
**June 16, 2022; 3:30 pm to 4:27 pm**  
 Zoom Meeting  
**Board Minutes**

| Agenda Item  | Summary   |
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| 1. Call Meeting to Order<br>3:30 p.m.                          | <p>ACTION ITEM: <b>Kate Petersen</b> will call the meeting to order.</p> <p>Time Called to Order: 3:30 pm<br/>                     Members needed for Quorum = 6<br/>                     Members Present = 9</p> <p>Kate Petersen<br/>                     Felicia Smith-Nals<br/>                     Nancy Beenblossom<br/>                     Pat Harper<br/>                     John Berry<br/>                     Lew Everling<br/>                     Mladen Gledic<br/>                     Joanne Lane<br/>                     Jamie Schroeder</p> <p>Staff: Brenda Loop<br/>                     Guests: Sarah Boleyn</p> <p>Members Absent:<br/>                     Mike Knapp<br/>                     Marsha Platt</p> |
| 2. Review and Approval of Meeting Agenda<br>3:31 pm            | <p>ACTION Item: <b>Kate Petersen</b> will ask for a MOTION to approve the agenda.</p> <p><i>Reference: 2022.06.16 CVP Board Agenda</i></p> <p>Motion: To approve the agenda as presented with changes noted.</p> <p>Made By: Nancy Beenblossom<br/>                     Seconded By: Mladen Gledic<br/>                     Board Discussion: none</p> <p>Outcome: Unanimously approved</p>   |
| 3. Public Comment (limit of 5 minutes per person)<br>3:32 p.m. | <p>INFORMATION ITEM: <b>Kate Petersen</b> will ask if there is any public comment.</p> <p>Guests present will be asked to introduce themselves.</p> <p>Guest: Sarah Boleyn</p>  |

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|  | Public Comment: none  |
| 4. Approval of Minutes from Previous Meeting 3:33 p.m. | <p>ACTION ITEM: <b>Kate Petersen</b> will ask for a MOTION to approve the minutes of the May 19, 2022, meeting of the CVP Board as presented or as corrected based on Board discussion.</p> <p><i>Reference: 2022.05.19 CVP Board Minutes</i></p> <p>Motion: To approve minutes from 5-19-2022</p> <p>Made By: Mladen Gledic<br/> Seconded By: John Berry<br/> Board Discussion: none</p> <p>Outcome: Unanimously approved</p>  |
| 5. CCR&R Presentation 3:34pm                           | <p>INFORMATION ITEM: <b>Kate Petersen</b> will ask Sarah Boleyn to give a presentation about CCR&amp;R services. They are currently funded with \$331,003.06 out of the Early Childhood pot of money.</p> <p>Sarah started by sharing about the Consultation Services that they provide to 72 Centers and 128 Homes in Black Hawk County. They also provide services in 18 other counties through contracts with other ECI areas as well as DHS. They added 3 new centers and 5 new homes since July 2021. They buy a lot of Health and Safety items for programs to get started. During Covid, they were a resource for Home provides and Centers. The new IQ4K is more challenging for the programs to achieve but will be a better system. Sarah shared about Trainings they provide; staff support to programs to meet DHS Regulations related to professional development requirements for Licensed Centers &amp; Registered Homes. Trainings offered in Black Hawk through the year have been virtual and face to face. More F/F options have started to increase. Staff facilitates trainings, working with instructors, and purchase instructional material that align with the training that providers can take back and use in their programs with children. Some of the trainings were: ChildNet 3.0 Series, Positive Behavior Interventions &amp; Supports (PBIS), PALS Physical Activity Learning Sessions, Minimal Facts Interviewing, Fire Safety Training, Moving for Thought Learn the Signs, Milestones Matter, Safe Food for a Healthy Future, and Gardening with Children.</p> <p>Training reimbursement program: reimbursed for DHS approved trainings and/or CPR First Aid trainings that their staff previously paid for and completed during this</p> |

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|  | Fiscal Year. Bottom line these funds are being utilized in an appropriate way. (Handout)  |
| 6. Financials<br>3:59 pm                                   | <p>INFORMATION ITEM: <b>Kate Petersen</b> will ask the Board to review the financials provided before the meeting and ask if there are any questions.</p> <p><i>References:</i><br/> FY22 ECI Revenue and Expenditures (first worksheet called Board Overview)<br/> Veridian Statement<br/> Green Belt Bank Statement<br/> CJIDC Credit Card Statement</p> <p>No issues or concerns shared</p>  |
| 7. Approve Slate of Officers for FY23<br>4:00 pm           | <p>ACTION ITEM: <b>Kate Petersen</b> will ask the board if there are any volunteers to fill the slate of officers through June, 2023.</p> <p>If none, discuss continuation of current board officers:<br/> Chair, Kate Petersen<br/> Vice Chair, Felicia Smith Nals<br/> Secretary, Nancy Beenblossom<br/> Treasurer, Pat Harper</p> <p>Motion: To approve the slate of officers as listed</p> <p>Made By: Jamie Schroeder<br/> Seconded By: Lew Everling<br/> Board Discussion: All nominees were willing to accept the positions</p> <p>Outcome: Unanimously approved</p> |
| 8. Approve Meeting Dates for FY23<br>4:03 pm               | <p>ACTION ITEM: <b>Kate Petersen</b> will ask the board to approve the meeting schedule for FY23.<br/> July 21, September 15, November 17, January 19, March 16, April 20, May 18, June 15.</p> <p>Motion: To approve the meeting schedule for FY23</p> <p>Made By: Pat Harper<br/> Seconded By: Lew Everling<br/> Board Discussion: none</p> <p>Outcome: Unanimously approved</p>  |
| 9. Update on FY23 Allocations and Budget Change<br>4:04 pm | <p>ACTION ITEM: <b>Kate Petersen</b> will inform the board that an error was discovered after last month's contract approvals. There is less funding to be received for FY23 and more funding expected from carryover of FY22 funds. The board needs to reduce the overall budget by</p>  |

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|   | <p>\$19,792.63. Kate recommends reducing the Preschool Scholarship contract from \$120,000 to \$100,207.63. (FY22 expenditures are projected to be \$87,000.)</p> <p>Motion: To approve the change in last month contract approvals for an overall \$19,792.63 reduction.</p> <p>Made By: Pat Harper<br/>         Seconded By: Lew Everling<br/>         Board Discussion: none</p> <p>Outcome: unanimously approved</p>   |
| <p>10. Approval of Fiscal Agent Agreement and Employer of Record MOU<br/>         4:06 pm</p> | <p>ACTION Item: <b>Kate Petersen</b> will ask for a motion to approve the FY23 Fiscal Agent Agreement and Employer of Record MOU.</p> <p>Motion: To approve the FY23 Fiscal Agent Agreement</p> <p>Made By: Jamie Schroeder<br/>         Seconded By: John Berry<br/>         Board Discussion: None</p> <p>Outcome: Unanimously approved</p> <p>Motion: To approve the FY23 Employer of Record MOU</p> <p>Made By: John Berry<br/>         Seconded By: Lew Everling<br/>         Board Discussion: None</p> <p>Outcome: Unanimously approved</p> |
| <p>11. Sharing from NAEYC Professional Learning Institute<br/>         4:10 pm</p>            | <p>INFORMATION ITEM: <b>Brenda Loop</b> will share information from the conference she just returned from last night.</p> <p>Brenda shared that the (NAEYC) National Association of Education of Young Children’s conference had about 1400 people in attendance. They started with one large group then broke out into break out groups on various topics, many which were very pertinent to CVP. (Hand out)</p>  |
| <p>12. Other Discussion or Sharing<br/>         4:25 pm</p>                                   | <p>INFORMATION ITEM: <b>Kate Petersen</b> will ask if there is any additional discussion or sharing from attenders.</p> <p>Board Discussion: None</p>  |
| <p>13. Adjourn<br/>         4:27 pm</p>   | <p>Motion: To adjourn</p> <p>Made By: Joanne Lane<br/>         Seconded By: Mladen Gledic<br/>         Outcome: Unanimously approved</p>   |

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|  | Time Adjourned: 4:27 pm<br>Next Meeting: July 21 at 3:30 pm |
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