



COMMUNITY EMPOWERMENT

PAK Empowerment Board Meeting Minutes April 27th, 2009 At ILCC in Emmetsburg

Mission:

- * Provide developmentally appropriate learning experiences for all children age's birth to five.
- * Provide training support to parents and other caregiver of the birth to five populations.
- * Prepare children age birth to five with the skills needed to learn to be ready to take advantage of educational opportunities and learn to the best of their ability.

<u>Voting Members Present</u>	<u>Voting Members Absent</u>	<u>Others Present (non-voting)</u>
Dini Anderson	Donna Bonnstetter*	Sara Curtis
Roberta Anderson	Keith Buckridge*	Paige Hollinger
Nancy Clark	Barb Grandstaff	Kristin Faber
Jon Dunbar	Erv Rowlands*	Melissa Tolzin
Ted Erb (arrived 1:20)	Marc Singer	
Arlet Johnson	Billie Wille	
Dixie Meyer		
Ellen Picray		
Jack Plathe (left 2:30)		
Linda Tienter		
Keith Wirtz (arrived 1:20)		

*recorded absence

The meeting was called to order at 1:20 p.m. at ILCC in Emmetsburg

I. Administrative Items

- A. Introductions** – Janet Gartin and Sonni Vierling from the State Empowerment team were present for the board meeting. They introduced themselves to the board and the board made introductions.
- B. Approve Minutes from March 23rd Meeting** – Ellen Picray made a motion to approve the minutes. Jack Plathe seconded the motion and the motion passed.
- C. Distribute budget and monthly expenditure sheets** – Paige distributed the monthly budget and expenditure sheets. She shared that she has talked with family support programs and it looks like we are still on track for having less than 20%

carry-over. Ted Erv made a motion to approve the monthly budget and expenditure sheets. Ellen Picray seconded the motion and the motion passed.

- D. Program Budget Request** – Paige reported that she has talked with the various programs about carry-over and wanted to reconfirm that programs were able to move money within line items as long as they didn't exceed over all budgeted amount. Kossuth Growing Healthy Kids would like to purchase a computer. Keith Wirtz made a motion to approve the purchase of a computer. Jack Plathe seconded the motion and the motion passed. Roberta Anderson and Dixie Meyer abstained from voting.
- E. Creative Curriculum Class** – The class is set for June 2nd and 3rd in Emmetsburg. We are working in collaboration with the AEA and Emmet county Empowerment to provide the training.
- F. Results Accountability Training** – Paige reported that she attended the training and found it very helpful as we prepare for redesignation. Paige shared that she is working on the community needs assessment and from that the board can reevaluate priorities as part of the Community Plan. This will be on the agenda at next month's board meeting.
- G. Legislative Update** – Janet Gartin shared the legislative update. She shared that nothing will be final until the Governor signs. The legislator has created an amendment to restore money to Empowerment for preschool and professional development. This money came out of money allotted for statewide voluntary preschool funding. Family support categories will be combined, but other categories although combined at the state level will remain unchanged at the local level.
- H. Membership Committee Report** – Roberta Anderson reported for the membership committee. Donna Bonnstetter and Keith Wirtz submitted letters of resignation. The committee discussed replacements. The committee recommended contacting Julie Runksmeier from North Kossuth to see if she was interested in being on the board. They also suggested contacting Amanda Schmidt the principal at West Bend to see if she knew of any interested families. Ellen Picray made a motion to accept the resignations of Donna Bonnstetter and Keith Buckridge. Roberta Anderson seconded the motion and the motion passed.
- I. Letters of Support** – Paige shared that both Palo Alto Nursery and Loving Hands have asked for letters of support. Nancy Clark made a motion to approve sending a letter of support to Loving Hands. Dixie Meyer seconded the motion and the motion passed. The board discussed writing a letter of support for Palo Alto Nursery. The board discussed inaccuracy of outcomes reported and programs use for children already in daycare. There was no motion to approved writing a letter of support. Paige will contact the board chair to be put on the agenda for the next meeting. We can then report to the board our concerns and why we did not write a letter of support.
- J. Committee Meetings** – The outcomes committee will have to meet before the next meeting to review QPPS applications and School Ready Applications. The Finance committee will also need to meet to plan budget for next year. Paige will contact committee members by e-mail to determine the best meeting time and will post committee meeting times and agendas on the website.
- K. State Team – Redesignation Support** – Janet Gartin and Sonni Vierling met with the board to discuss redesignation. They shared about the process of redesignation and how it helps assure that areas are following the rules laid out in Iowa Code. They shared some of areas that other local empowerment areas have had difficulty

with. They shared about the need to meet all of the required components in the Community Plan and the need to complete the fiscal assessment of the area. Materials also must be turned in on time and we cannot exceed the 20% carry-over. 100% of the required performance measures must be completed. The team also shared that they are willing to review all documents ahead of time to help us make needed changes prior to redesignation. Board membership was a discussion and the team gave clarification to citizen representatives. As Arlet Johnson substitutes for Sentral which receives preschool funding, she is not considered a citizen and will have to be replaced by Sept. redesignation. The team has already reviewed by-laws and Paige will continue to submit the needed documents for review. The board thanks Janet Gartin and Sonni Vierling for their help in this process.

**II. Program Reports –
A. No Programs Reported.**

III. Open Discussion-

Ellen Picray made a motion to adjourn. Roberta Anderson seconded the motion and the motion passed

**IV. Next Meeting - The next board meeting is set for May 18th at 1:15 at
AEA in Algona**

State Empowerment Web Site www.empowerment.state.ia.us

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