



Executive Committee Meeting February 17, 2011

Attendees: Angie Welsh, Ilene Britt, Joe Haenn, Michael Palmer, Ellen Reckhow

Absent/Excused: Bill Bryant, Dave Clark, Eunice Sanders, Barbara VanDewoestine

Staff: Laura Benson, Tina Bernardoni, Angelica Oberleithner, Sandra Roberts

The meeting was called to order at 11:22 without a quorum.

Quorum was achieved at when Ilene Britt arrived at 11:33am. All voting occurred after quorum was reached.

| Agenda Item | Summary of Discussion | Motion | Action |
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| <p>Consent Agenda</p> | <p>The Committee reviewed the items on the consent agenda: Minutes from December 2010, DEHS Monthly Report for January 2011, Spending Forms for January 2011, and Smart Start Funding Cuts Recommendations.</p> <p>Upon questioning of unused slots, the Committee was information that staff are on top of utilization, and we are aware of the details that reasonably explain each unused slot. Historically January has unused slots due to unannounced attrition of families after the holidays and low attendance below the required 4 days/month due to inclement weather.</p> | <p>It was moved to approve the consent agenda.</p> <p>Motion: Ellen Reckhow Second: Joe Haenn Conflicted: None</p> | <p>Motion carried</p> |
| <p>Financial Updates</p> <ul style="list-style-type: none"> • Fundraising Report (as of 12/31/10) | <p>Sandra presented the Fundraising Report to the Committee, a report that is provided two times a year that is a summary of contributions at this point. There was a discussion on the current outstanding grant applications. The group suggested that the Partnership look at finding and applying for grants to target increasing the number of MAF slots. The group suggested the idea of setting a yearly target on the number of MAF slots for which to aim to increase enrollment.</p> | | |
| <p>Program Updates</p> <ul style="list-style-type: none"> • Durham's Child Care Subsidy System | <p>There was a discussion on the memo sent out by DSS with regards to restructuring DACCA. Ellen will forward the follow-up communication to the email to the Executive Committee. There was concern because the Partnership is in the middle of an allocations process for which both CCSA and DSS have submitted proposals to administer the Smart Start Scholarship Funds.</p> <p>The Committee directed the new ED to be involved in the Durham County DSS task force when formed. The</p> | | |

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| <ul style="list-style-type: none"> • CCSA Budgeting Change Request • DEHS Policy Council Member Selection P&P | <p>Partnership's focus is regulated child care, but to get the job done it will take multiple approaches, open minds, and working together.</p> <p>CCSA submitted a budgeting request change to move the reverted \$7,441 from the CCSA Scholarship Administration into the CCSA Smart Start Scholarship Contract to provide direct scholarship to children.</p> <p>The DEHS Policy Council approved an Early Head Start Policies and Procedures for Selecting Policy Council Members. It is required that the Partnership also approve this policy.</p> | <p>It was moved to allow the reverted \$7,441 from the CCSA Scholarship Administration to be moved into the CCSA Smart Start Scholarship Contract to provide direct scholarship to children.</p> <p>Motion: Ellen Reckhow Second: Michael Palmer Conflicted: None</p> <p>It was moved to approve the Early Head Start Policies & Procedures for Selecting Policy Council Members.</p> <p>Motion: Ilene Britt Second: Ellen Reckhow Conflict: None</p> | <p>Motion carried</p> <p>Motion carried</p> |
| <p>Legislative Session 2011</p> <ul style="list-style-type: none"> • Legislative Agenda • Advocacy Strategies | <p>The Committee discussed the Legislative Agenda presented for 2011. It was suggested that the Economic Development and the influence on jobs should be the main message in bold for the legislative agenda. The Committee suggested that further contact with Winkie Wilkins and Bob Atwater was advisable.</p> | | |
| <p>Board Giving</p> <ul style="list-style-type: none"> • Reception | <p>The Board Giving Reception that is usually held in November was delayed this year in order to include the new Executive Director. The Committee agreed that having the reception at the Partnership was a good idea, as many board members' spouses have never been onsite. Staff will find dates the large conference room is available, and a final date will be decided upon. Barbara VanDewoestine will coordinate the event that will be held from 6-8pm and serve heavy hors d'oeuvres.</p> | | |
| <p>ED Report</p> <ul style="list-style-type: none"> • Early Childhood Faith Initiative • Board Member Orientation Session Update | <p>Money is still being collected to meet the Early Childhood Faith Initiative Challenge grant. There are outstanding grant applications in the community to help meet the \$25,000 requirement by June 30, 2011.</p> <p>A Board Orientation was held on February 10, 2011 for the new Board Members Tammy Baggett, Leigh Bordley, and Tamara Loza.</p> <p>Laura has been meeting with staff in her first few weeks as ED. She is planning to meet with Board members individually as well as key stakeholders in the community.</p> <p>A full copy of updates is available in the ED Report.</p> | | |

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| <p>Other Business</p> <ul style="list-style-type: none"> Plan for a Meet & Greet with the Community to Meet Laura | <p>It was suggested to hold a community meet & greet with the new ED, Laura Benson, during the Week of the Young Child on April 11, 2011 starting around 5:30pm. Laura will contact Marilyn Hedgpeth to discuss the possibility of having the event at First Presbyterian Church. Funded Partners can have a table at the event to highlight what they do.</p> <p>A follow-up email will be sent by Angie to remind Board Members about Board Giving.</p> | | |
| <p>Adjournment</p> | <p>The meeting adjourned at 1:05pm.</p> <p>The next Board Meeting will be March 17, 2011 from 3-5pm.</p> <p>The next Executive Committee Meeting will be April 21, 2011 from 11am-1pm.</p> | <p>It was moved to adjourn the meeting at 1:05pm.</p> <p>Motion: Joe Haenn Second: Ellen Reckhow Conflicted: None</p> | <p>Meeting Adjourned</p> |