



Boost4Families Board Meeting Minutes

October 24, 2009 – 7:00 PM

First Christian Church, Red Oak, IA

Members present: John Baker (Villisca CSD), Sonja Cambridge (DHS), Sheri Bowen (Mills Co. Pub. Health), Nancy Gibson (Cass Co. Pub. Health), Candace Johnson (Montgomery Co. childcare), Ron Kohn (Mills Co. Elected Official), Kristy Pellett (Atlantic CSD), Jacquie Morrical (Mills Co. childcare), Mary Perkins (Montgomery Co. Pub. Health), Tamra Ruff (Montgomery Co. parent), Kara Sherman (Red Oak CSD), Linda Hartkopf (Cass Co. Elected Official), Becky Bell (Malvern CSD), Carleen Bruning (Montgomery Co. Elected Official), JoAnn Thomas (Montgomery Co. Citizen Representative), Dawn Witt (AEA), Matt Perkins (Nishna Valley CSD), Duane McFadden (Cass Co. Elected Official).

Others present were: Michelle Wodtke Franks (Boost4Families Coordinator).

Members not present: Kimberlee Spillers, Ray Buell, Sherry Ford, Val Jensen, Dennis McClain, Judy Kay, Barb Mass, Glenwood CSD Representative, Anita CSD Representative, Griswold CSD Representative, Amber Dyer, Laurine Price, Glen Benskin

Diner was served prior to meeting.

Information for meeting was posted/sent out prior to meeting.

John Baker called the meeting to order at 7:00 PM

Baker introduced Michelle Franks as the Boost4Families coordinator. Franks gave a brief self-introduction to the Board. Board members were asked to introduce themselves in a roundtable fashion in lieu of a roll call.

Baker asked for a motion to approve the agenda. Michelle Franks asked to add two payment vouchers to the agenda that were submitted late for approval by the Advisory Council. JoAnn Thomas made a motion to approve the agenda with additions. Sheri Bowen seconded the motion. Motion passed unanimously.

Minutes from the previous meeting were not available. Sheri Bowen made a motion to table the Board's approval of the August 2009 minutes until the next meeting. Nancy Gibson seconded the motion. Motion passed unanimously.

Baker called for discussion and approval to hire Franks as the new Boost4Families coordinator. Ron Kohn asked about the number of hours required for the position. Sonja Cambridge explained that the hours agreed upon were a minimum of 24 hours per week with a maximum of 35 hours at a rate of \$17.00 per hour. Benefits in addition to the salary were in line with those offered through Mills County, which serves as the fiscal agent for Boost4Families. Dawn Witt made a motion to approve the hire of Franks for the position of Boost4Families coordinator. JoAnn Thomas seconded the motion. Motion passed unanimously.

Franks presented two vouchers for approval and signature to pay for services provided in September by the Mills County Parents as Teachers program and the Mills County Circles4Support program. Tamra Ruff motioned to approve payment of these vouchers. Sonja Cambridge seconded the motion. Motion passed with one abstention; Sheri Bowen of Mills County Public Health.

Baker and Franks raised the issue of inactive Board members and the appropriate response. Discussion followed regarding the need for Board membership that reflects community diversity and directives offered by The Office of Empowerment. Franks was directed to review the bylaws for proper procedures to release members from service and then generate a letter to those inactive members, to be signed by Baker.

Franks gave a brief overview of CPPC after attending the Immersion conference in Des Moines, October 13 and 14. She also updated the Board on the LEAN process as well as the redesignation status for Boost4Families. Franks announced that we received \$11,000 in CBCAP funding to support play groups and parent support groups in Mills and Montgomery Counties and a bilingual parent educator in Montgomery County through the Parents as Teachers programs.

Franks presented the current expected 10% budget cuts in School Ready Empowerment funding as a result of the across the board State budget cuts. This amount represents approximately \$54,000 reduction from the current Boost4Families budget. Discussion was held about the severe impact this cut will have on programs and staff funded through SR funds. Bowen pointed out that a 10% cut will definitely affect the ability to keep staffing at current levels. Franks presented a revised Empowerment budget that mapped out scenarios of 8%, 8.5% and 9% cuts across all programs with additional cuts of up to 17% from the preschool transportation contract with SWITA, dipping into carry-forward funds and reducing the 3 year old preschool tuition grants by 10 students. While the cuts have been yet to be enacted, discussion revolved about how each scenario may work. Matt Perkins made a motion to enact a 9% across the board reduction in contracts, reducing the number of tuition grants by 10 and reducing the contract with SWITA while maintaining the current budgeted amount for Boost4Families administration, contingent on the Governor's signature and the final amount determined to be cut by the Office of Empowerment. Ron Kohn seconded the motion. Sheri Bowen and Nancy Gibson abstained. Motion passed.

Next meeting is set for December 3, 2009, 6:30 PM, in the Webster Building, Red Oak. This meeting will be set up for conference call participation in the event of inclement weather.

Meeting adjourned at 8:30 PM

Respectfully Submitted
Michelle Wodtke Franks
Boost4Families Coordinator