



## BOARD MINUTES – 06/07/2024

LINKING FAMILIES AND COMMUNITIES (Early Childhood Iowa Area) met on Friday, June 7, 2024 at 10:00 a.m. at Linking Families and Communities' conference room

**Members present:**

Clarence Siepker  
Bob Thode  
Scott Becker

Pastor Nick Thackery  
Tammy Varland

**Members absent:**

Justin Daggett  
Kristin Teske

**Community members present:**

Elizabeth Stanek

The meeting was called to order by Chair, Clarence Siepker at 10:00 a.m. Quorum was met.

**Approval of Agenda**

Mr. Siepker asked if there were any changes or additions to the agenda. No changes were suggested.

**MOTION:** Mr. Becker moved to approve the agenda as presented.

**SECOND:** Mr. Thackery

**Discussion:** None

**ACTION:** Motion passed unanimously.

**Approval of Board Minutes**

Mr. Siepker asked if there were any changes or additions to minutes of the March 8, 2024 and April 11, 2024 Board Minutes. No changes were suggested.

**MOTION:** Mr. Thode moved to approve the agenda as presented.

**SECOND:** Mr. Becker

**Discussion:** None

**ACTION:** Motion passed unanimously.

**Financial Statements & Tax Return**

Ms. Stanek presented the financial statements for January, February & March 2024 and the 2022 Tax Return.

**MOTION:** Mr. Thode moved to approve the January, February & March 2024 financial statements and the 2022 Tax Return as prepared by Bowser & Richman LLP CPA.

**SECOND:** Mr. Becker

**Discussion:** None

**ACTION:** Motion passed unanimously.



## **FY24 Budget Update**

Ms. Stanek reviewed the current budget with revisions as approved at the March board meeting.

## **Executive Committee Recommendations**

The Executive Committee made the following recommendations to the board:

- Fund the following programs for FY25
  - Family Foundations (Calhoun County Public Health) \$150,000
  - Preschool Tuition (Local Preschools) \$40,000
  - Head Start Transportation (YOUR Head Start) \$35,000
  - Coordinated Intake (Calhoun County Public Health) \$2,730
  - Business Investment Program (Mid-Sioux Opportunity) \$27,033
  - Child Care Nurse Consultant (Webster County Health Department) \$17,000
  - Infant & Early Childhood Mental Health (Westphal Mental Health Consultation) \$10,000
  - Quality Improvement & Planning (Allers Architects) \$46,000
- Provide a 5% increase for the Directory

Ms. Stanek reviewed the budget for FY25 with the board reporting that any unallocated funds could be used to expand programs or provide funding to child care providers.

**MOTION:** Ms. Varland move to approve the recommendations of the Executive Committee and the budget for FY25 as presented.

**SECOND:** Mr. Becker

**Discussion:** None

**ACTION:** Motion passed unanimously

## **Child Care Project**

Ms. Stanek provided an update on the child care project, grants written, cash on hand and current budget for the project. Ms. Stanek reported that Allers Architects have been working on the construction drawings, which should be done in July. The City of Fort Dodge has not yet submitted the application for the CDBG (Community Development Block Grant) for the project as they need the council's approval to move ahead. In order to apply for the CDBG grant you must have all of the funds for the project committed/available. Ms. Stanek has requested a project loan from the city in the amount of \$750,000. The grant also requires that the center will serve 51% low-to-moderate income families. If not in compliance, the funding may need to be repaid. In order to move this project forward with the city, agreements Linking Families and Communities will need to sign agreements that we will repay the city if the grant terms aren't met and that we agree to loan terms with the city.

**MOTION:** Mr. Thode moved that Linking Families and Communities enter into an agreement with the City of Fort Dodge to repay CDBG grant funds if the center is found not to be in compliance with the terms of the grant and the grant funds are required by the State of Iowa to be repaid.

**SECOND:** Mr. Becker

**Discussion:** None

**ACTION:** Motion passed unanimously

**MOTION:** Mr. Thode moved that Linking Families and Communities enter into an agreement with the City of Fort Dodge for a loan for the child care project for the application of the CDBG grant.

**SECOND:** Mr. Becker

**Discussion:** None

**ACTION:** Motion passed unanimously



### **Administrative Items**

Ms. Stanek provided an administrative update to the board. Items of note:

- Our ECI Community Plan is on the schedule to be updated in 2025.
- ECI designation materials are due this fall. The state will have a designation visit with our board and community partners in the winter 2024/spring 2025.
- The Governor's THRIVE IOWA initiative is being piloted through ECI, though the concept is vague with few details at this point in time. It does provide some hope for the future.
- We will RFP for audit services as the fee from the auditor we used last year has increased significantly.
- Contract reviews of programs are nearly complete.
- New ECI performance measures for housing and essential needs. This ties into the THRIVE IOWA initiative. There are needs in our communities that we could consider for future funding.
- Need to be looking for additional board members.

### **Adjourn**

With no further business, Mr. Siepker asked for a motion to adjourn the meeting.

**MOTION:** Mr. Thode

**SECOND:** Mr. Thackery

**Discussion:** None

**ACTION:** Motion passed unanimously

Meeting adjourned at 11:10 a.m.

- Respectfully Submitted By: Elizabeth Stanek

**Next Meeting: September 12, 2024 at 12:30 pm**