



**Board of Directors Meeting Minutes**

**August 18, 2016**

**Present:**

Bob Ashley	Diamond Bethea	Deric Boston	Ilene Britt
Danielle Caldwell	Linda Chappel	Cathy Collie-Robinson	Drew Cummings
Ellie Erickson	Jason Jones	Phillip Harris	Mike Lee
Karen O'Mansky	David Reese	James Spencer	

**Absent/excused:**

Michael Becketts	Ashley Taylor Jacobs	John McCain	Terricka Melton
Michael Page	Joanne Pierce	Delphine Sellars	Joy Sotolongo
Sebastian Abud (non-voting)		Rebecca Morgan (non-voting)	

**Guests:** Rhonda Stevens (For Michael Becketts); Candice Leathers; Connie Wilson

Karen O'Mansky called the meeting was called to order at 3:05 pm with a quorum.

<b>Agenda Item</b>	<b>Summary of Discussion</b>	<b>Motion</b>	<b>Action</b>
<b>Announcements</b>	The Board recognized the accomplishments of fellow board members: Mike Lee was elected Chair of the Board of Education; Cathy Collie-Robinson was named the new Director of the Early Childhood Program at Durham Tech, following Ilene Britt who retired; and David Reese (with Laura Benson) was named to the United Way board as a non-profit partner. The need for volunteers at Transition to Kindergarten events was announced.		
<b>Agenda Modifications and Public Comment</b>	None		
<b>Receiving New Board Member</b> -Dr. Elizabeth Erickson	Dr. Erickson was introduced and welcomed to the board. She is a pediatrician at Duke Pediatrics, leads the Reach out and Read program, and heads the Duke Children's Hospital nursery. Dr. Erickson is also fluent in Spanish.	<b>It was moved to elect Dr. Elizabeth Erickson to the board</b>  <b>Motion:</b> Mike Lee <b>Second:</b> Bob Ashley  <b>Not voting due to conflict of interest:</b> None	<b>Motion carried</b>
<b>Consent Agenda</b> -5/19/2016 board minutes; June Spending; DEHS Monthly reports; Credit Card Reports; Self-Assessment Execu-tive	-There was no discussion regarding the consent agenda.	<b>It was moved to approve the Consent Agenda</b> <b>Motion:</b> Mike Lee <b>Second:</b> Ilene Britt <b>Not voting due to conflict of interest:</b>	<b>Motion carried</b>

Summary; Contin-ous Improvement Plan		None	
<b>Pre-K Task Force Update</b>	<p>Linda Chappel, Co-Chair of Durham’s Community Early Education/Preschool Task Force, presented an overview of the task force’s assignment and charge, its purpose statement, and some of the work that it intends to accomplish by March, 2017. Acknowledging the complexity of the system, the demanding need, and the significant cost, Linda posed several questions for discussion: What do you think this task force should keep in mind, learn about, or do in order to be successful at expanding access to services? What are the best ways to ensure increased access for those groups of children who have the least amount of access currently to high quality child care settings? Responses included:</p> <ul style="list-style-type: none"> <li>▪ How can we be attentive to the needs of working parents regarding child care – e.g. flexible hours and days (Rhonda Stevens)</li> <li>▪ How can we best engage parents and families in this process (R. Stevens)</li> <li>▪ What are the “windows” into the task force’s work? How can we build broader community support along the way to ensure success, and not just at the end of the process? (Bob Ashley)</li> <li>▪ How can we address the concern that even with a perfect process and an outstanding product, this could end up as a failed project destined to collect dust on a shelf because of the significant financial resources needed? How can we build a long-range plan for the <i>community</i> to agree to, so that it does not rise or fall as something for which elected officials either take credit or assume blame? (Drew Cummings)</li> <li>▪ How do we position this effort amid the other two important social justice emphases already underway in Durham: affordable housing and poverty reduction? Are there synergies or connections that can be made without diluting the specifics of each? (Bob Ashley)</li> <li>▪ How do we connect this with our own Board’s priority of enhancing access to high-quality care, especially for low income 4 year olds? What else can the board do to support the effort? (Karen O’Mansky)</li> </ul> <p>Linda closed by asking what board members can commit to the task force in terms of feedback or collaboration. She encouraged members to consider how they can use their leadership roles and influence in the community to champion this effort in circles where they are already involved.</p>		
<b>E.D. Performance Evaluation Process</b>	<p>Karen reported that the Executive Committee is making a plan for the Executive Director’s Performance Evaluation. It is important to include feedback and input from staff, board, stakeholders, and collaborative partners to best guide Laura’s professional development as well as to serve the organization well.</p>		
<b>Board Governance Update</b> -Bylaw review -Dashboard	<p>Karen shared the continued goal of bylaw review. An initial review has been made and a full revision will go through the Executive Committee and then to the board for approval later this fall. She reported that the Executive Committee also looked at several dashboard models with the goal of selecting indicators that will give the board a snapshot of board performance as well as the Partnership as a whole. The dashboard will be tied to the goals that the board sets for itself to measure progress through the year. A draft will be shared with the board later this fall, with the aim of creating a template that is not overly burdensome to produce each month.</p>		

<p><b>Executive Director's Report</b></p>	<p>Laura presented highlights of the Partnership's work over the summer, emphasizing the need for <b>Transition to Kindergarten volunteers</b> and more <b>NCPRE-K applications</b> for the new school year. She reported on the <b>fiscal year-end close</b> deadlines that were met, the financial statements that will be drafted by August 31 and approved by Finance and the Executive Committee, and the audit engagement letter signed for the auditor's work that will begin the week of Oct. 17<sup>th</sup>. <b>Smart Start funds</b> are in contract at 75% and initial meetings with funded partners have occurred. <b>NCPRE-K</b> has received approximately 1,000 applications of which 935 are complete. 273 children have accepted spaces out of the total 287 slots in private childcare. DPS and Head Start have selected their children. Laura reported on the decision not to apply for <b>Early Head Start expansion funding</b>, noting that Durham Head Start will submit an application for 160 new slots, so the community will be served if Durham receives funding. An overview of the <b>Campaign for Grade Level Reading</b> was given. A letter of interest to join the campaign was submitted, partners for a steering committee are being convened, and Triangle Community Foundation has provided a funding opportunity. The MOU with <b>Keeping Children Safe</b> is being completed for fee for service activities for one year. DPFC is completing our own child safeguarding policies, we have passed the first level of certification with KCS, and staff received training. <b>United Way's</b> funding for the fiscal year continues for the 3 collaboratives DPfC is involved in. Laura closed her report on the work she and the Executive Committee are doing on improving organizational culture and determining the best staffing structure.</p>
<p><b>Legislative Update</b></p>	<p>Connie Wilson joined the meeting at 4:30 to offer a legislative update and to educate the board about the process of how early education funding is determined within the state's budgeting process. She encouraged the board to continue sharing stories of the Partnership's impact in our local community throughout the year and to share program needs (e.g. literacy).</p>
<p><b>OTHER BUSINESS and ADJOURN</b></p>	<ul style="list-style-type: none"> <li>-The meeting adjourned at 5:00 p.m.</li> <li>-The next scheduled Executive Committee Meeting is September 15 at 3 p.m.</li> <li>-The next full board meeting is October 20 at 3 p.m.</li> </ul>