



Board of Directors Meeting Minutes

November 16, 2017

Present: Bob Ashley, Diamond Bethea, Linda Chappel, Cathy Collie-Robinson, Ellie Erickson, Phillip Harris, Brenda Howerton, Jason Jones, Karen O’Mansky, Michael Page, Joanne Pierce

Absent/excused: Deric Boston, Ilene Britt, Drew Cummings, Ashley Taylor Jacobs, Mike Lee, David Reese, Donna Rewalt, Delphine Sellars, Queron Smith, James Spencer

Cathy Collie-Robinson called the meeting to order at 3:35 pm with a quorum.

Agenda Item	Summary of Discussion	Motion	Action
Introductions and Announcements	A staff welcome was extended to Deidre Morgan who attended the meeting. Brittany Gregory was also acknowledged in her literacy roles. All Program Coordinators share a Smart Start portfolio as well.		
Consent Agenda <u>Approving:</u> 10/19/17 board minutes; Smart Start and EHS Spending analyses		It was moved to approve the Consent Agenda. Motion: Karen O’Mansky Second: Phillip Harris Not voting due to conflict of interest: None	Motion carried
Agenda Modifications and Public Comment	None.		
NC Pre-K program Report -NCPK spending analysis, enrollment and slot usage update	-A NCPK narrative report update was provided. The policy that guides partial or full monthly payment based on a child’s attendance was also shared. -After reviewing the spending analysis and slot usage update, it was agreed that the board shall use its influence appropriately as needed in the case that the collaborative team meets obstacles, and staff is encouraged to continue analyzing the enrollment process. -It was emphasized that these issues must be resolved in preparation for next year so that as many children are	It was moved to approve the NCPre-K Spending Analysis (Oct. 2017). Motion: Brenda Howerton Second: Karen O’Mansky Not voting due to conflict of interest: None	Motion Carried

	<p>served and that dollars that can be brought to Durham will be spent.</p> <p>-The 2-year NCPK request for applications for potential new sites will be released in 2018 for FY 18-20.</p>		
<p>Smart Start</p> <p>-One-time funding for General Scholarship</p> <p>-Allocation Process Working Group</p>	<p>-The TANF/CCDF funds made available for General Scholarship were described, to be spent by June 30, 2018. DPfC surveyed CCSA for interest in accepting additional funds, and we responded to NCPK accordingly. Funds were awarded on November 8th in the amount of \$14,743. The terms and requirements were detailed. CCSA has several priorities, including teen parents (children are often infants) and homeless families.</p> <p>-Cathy reported on the Allocations process and the RFP schedule that has been published to partners, for the Year 2 RFP.</p>	<p>It was moved that the one-time funds for TANF/CCDF subsidy will be accepted in the amount of \$14,743 and placed in contract with CCSA, with all terms of compliance and spending met.</p> <p>Motion: Bob Ashley Second: Karen O'Mansky</p> <p>Not voting due to conflict of interest: Linda Chappel</p>	<p>Motion Carried</p>
<p>Literacy Initiatives</p>	<p>Dr. Ellie Erickson made a Reach Out and Read presentation, including several videos that show the ROR process in action. Important discussion occurred around the cultural diversity of the books that are provided, especially in relationship to Dolly Parton's Imagination Library, and the impact – positive or negative - of either seeing, or not seeing, children and families who mirror the young child who is interacting with the books. The Campaign for Grade-Level Reading was described, along with the annual Barnes and Noble book drive, currently underway and reaping fast rewards early in the season.</p>		
<p>Executive Directors Report</p>	<p>Laura updated the board on the 2-year evaluation report that is underway. Other topics were referenced, including the Annual Report, the meeting of the Durham group of United Way funded agencies, and Smart Start's 25th anniversary in 2018.</p>		
<p>Other Business and Adjourn</p>	<p>-The meeting adjourned at 5:02 p.m.</p> <p>-Next Full Board Meeting: January 18th, 2018, to be held at the Health and Human Services Building.</p> <p>-Next Executive Committee Meeting: December 14th, 2017.</p>		