



Board of Directors Meeting Minutes

May 17, 2018

1201 S. Briggs Avenue, Durham, NC 27703

Present: Bob Ashley, Diamond Bethea, Deric Boston, Ilene Britt, Linda Chappel, Cathy Collie-Robinson, Drew Cummings, Ellie Erickson, Phillip Harris, Ashley Taylor Jacobs, Jason Jones, Karen O'Mansky, Michael Page, Delphine Sellars, James Spencer

Absent/excused: Brenda Howerton, Mike Lee, Joanne Pierce, David Reese Donna Rewalt, Queron Smith

Guests: Emily Mauller, Ganga Moorthy (Pediatric Residents) **Staff:** Laura Benson, Danielle Johnson, Deidre Morgan

Cathy Collie-Robinson called the meeting to order at 3:08 p.m. with a quorum.

Agenda Item	Summary of Discussion	Motion	Action
Introductions and Announcements	Laura called everyone's attention to the new affiliate NCPC logo featuring "A partner in the Smart Start network." Ellie Erickson introduced two 2 nd year pediatric residents as guests. Deric Boston and Linda Chappel reported that they will attend a Reggio Emilia conference in Italy with a regional cohort of early childhood professionals. It was also announced that Terry David has been named the new E.D. of CHTOP, following Mike Mathers' retirement after an exceptional career.		
Round Robin Discussion	In order to build stronger relationships among board members, a "speed dating" round robin discussion was held, including a set of 10 questions that board members shared in pairs about board experience, a vision for Durham's early childhood system, a favorite book, an impactful teacher, etc.		
Agenda Modifications and Public Comment	At 3:40, after the prior activity, the agenda continued. There were no modifications or public comment.		
Consent Agenda <u>Approving:</u> 3/15/18 board minutes; Spending analyses; DEHS Monthly Report	No concerns were highlighted.	It was moved to approve the Consent Agenda items. Motion: Jason Jones Second: Karen O'Mansky Not voting due to conflict of interest: None	Motion carried
Executive Director's Report	Laura's written report was distributed. She gave a Finance update in Queron Smith's absence, noting the next meeting set for May 23; she highlighted personnel matters; there were no questions from the board.		
Literacy Initiatives and Community Events	Laura described the new initiatives related to Dolly Parton's Imagination Library (press event on 5/25/18 and Community Fair on 6/16/18), all focused on enrolling children to reach the 3,500 target by June 30 th . The Campaign for Grade-Level Reading continues to be guided by the steering committee, with focus on a parent listening tour and collaboration with Durham Housing Authority residence councils as an example. The CGLR received an		

	unrestricted pledge of \$15K from an individual donor. Delphine emphasized the importance of connecting with non-traditional programs and resources, such as urban gardening and recreation sites. Laura also invited the board to the Partner Appreciation Breakfast on June 21 at the University Club.		
<p>NC Pre-K School Readiness Report</p>	<p>-Ilene reported that the universal process has received 831 applications, with 788 complete (high completion rate, overall number still lower than optimal and a recognized suppression of applications from Spanish speaking families as compared to prior years). Applications are still being accepted. Ellie reported that pediatric offices across NC found no drop in Spanish speaking families' attendance at medical appointment, despite a perceive higher no-show rate or a concern that Hispanic/Latino families were not seeking medical care due to immigration concerns.</p> <p>-Regarding the NCPK spending analysis, discussion centered on DPS' under enrollment. It was recently learned that DPS leaves Title I slots unfilled after the screening period had closed. This is a policy matter that should be addressed to increase Title I blended slot enrollment throughout the school year.</p> <p>-Linda presented an update regarding the BOCC's major commitment of local funds to expand Durham Pre-K under a Management Services contract.</p>	<p>It was moved to approve the NC Pre-K spending analysis .</p> <p>Motion: Bob Ashley Second: Ashley Taylor Jacobs</p> <p>Not voting due to conflict of interest: None</p>	<p>Motion carried</p>
<p>Allocations Committee</p> <p>-Funding Stream Overview chart</p> <p>-Allocations Process</p> <p>-FY 18-19 Smart Start Funding Recommendations</p>	<p>Cathy Collie-Robinson opened by reviewing the funding stream chart overview, noting how each major funding stream (Smart Start, Early Head Start, NCPK) targets particular populations of young children and has different funders and governance models through various DPfC committees.</p> <p>She then reported on the rigorous allocations process and the work of the allocations committee since February to bring these Smart Start funding recommendations forward for Year 2 of our two-year cycle. The board was reminded that the process was reported on at each board meeting over this time. Board members who are part of the allocations committee were acknowledged, and the members of the committee with expertise were named. Cathy referenced the deep discussions that the committee had in monthly meetings, along with using the rating tool rubric, attending the partner fair, and asking follow up questions to the applicants if needed (more typical in Year 1 funding). Diamond explained the circumstance of reallocating funds that had been granted to El Centro in FY 17-18 that were not being allocated to them in FY 18-19 as discussed previously with the board. Phillip described the rating scores and the committee's decision of how to utilize the funds previously allocated to El Centro. Ashley expressed how well the committee worked together and how clearly we can see the work that Smart Start funding supports in the community through partners. The board packet also included a chart with what each partner requested versus what funding recommendation was being made, along with the Contract Activity</p>		

Description for each proposed activity and the activity's proposal rating. Bob stated that the board was more engaged in the process this year and there was more transparency. Drew requested that going forward we add a line in each summary that shows numbers served and intensity of program to help the board understand the wide variation in funding levels. Cathy introduced each motion from the Allocations Committee, and the Conflict of Interest chart was read for each activity prior to the vote.

Healthy Families Durham (Center for Child & Family Health) – \$330,914

Motion: Allocations Committee

Second: Karen O'Mansky

Not voting due to conflict of interest: none

Motion carried unanimously

Wage\$ (State contract managed by CCSA) - \$643,387

Motion: Allocations Committee

Second: Phillip Harris

Not voting due to conflict of interest: Deric Boston, Linda Chappel, Michael Page

Motion carried unanimously

Smart Start Scholarship Program (CCSA) – \$3,085,127

Second: Karen O'Mansky

Not voting due to conflict of interest: Deric Boston, Linda Chappel, Michael Page

Motion carried unanimously

School Readiness Quality Enhancement (CCSA) – \$190,435

Motion: Allocations Committee

Second: Bob Ashley

Not voting due to conflict of interest: Deric Boston, Linda Chappel, Michael Page

Motion carried unanimously

Early Childhood Outreach Program/EChO (Exchange Family Center) – \$186,216

Motion: Allocations Committee

Second: Delphine Sellars

Not voting due to conflict of interest: none

Motion carried unanimously

Advancing School Readiness (CCSA) – \$203,887

Motion: Allocations Committee

Second: Ashley Taylor Jacobs

Not voting due to conflict of interest: Deric Boston, Linda Chappel, Michael Page

Motion carried unanimously

Welcome Baby (Durham County Cooperative Extension) – \$190,267

Motion: Allocations Committee

Second: Deric Boston

Not voting due to conflict of interest: Drew Cummings, Ellie Erickson (recused herself due to working on another grant with Cooperative Extension)

Motion carried unanimously

	<p>Childcare Education and Referral Program (CCSA) – \$175,813 Motion: Allocations Committee Second: Jim Spencer Not voting due to conflict of interest: Linda Chappel, Michael Page Motion carried unanimously</p> <p>Incredible Years Teacher Classroom Management Program (CIS of Durham) – \$50,140 Motion: Allocations Committee Second: Ellie Erickson Not voting due to conflict of interest: None in attendance Motion carried unanimously</p> <p>Program Coordination and Evaluation (DPfC) – \$285,016 Motion: Allocations Committee Second: Delphine Sellars Not voting due to conflict of interest: None Motion carried unanimously</p> <p>Continue in-house activities with NCPC approved funding for Dolly Parton’s Imagination Library and Reach Out and Read Motion: Phillip Harris Second: Jason Jones Not voting due to conflict of interest: none Motion carried unanimously</p>
<p>Governance</p> <p>-ESC Board Leadership Bootcamp -Board Orientation Review -FY 18-19 Board Calendar</p>	<p>Ellie Erickson and Diamond Bethea reported on the ESC Board Leadership Bootcamp that they are attending. Ashley will also attend the final session in Ellie’s absence. They shared:</p> <ul style="list-style-type: none"> ▪ Interesting to learn how other boards work ▪ Nonprofit board issues are both unique and universal ▪ Each session covered a different topic; DPfC does a lot very well that we should not take for granted, as compared to other organizations ▪ There are also opportunities for DPfC’s improvement and board strengthening ▪ ESC will offer 2 hours of free consulting on our selected topic of Board Effectiveness, which will be scheduled in the coming months <p>The recent board orientation was reviewed; this illustrates an example of improvement, and it should be offered more regularly throughout the year.</p> <p>The board and executive committee calendar for FY 18-19 was included in the meeting packet.</p>
<p>OTHER BUSINESS and ADJOURN</p>	<p>-The meeting adjourned at 5:00 p.m.</p>