



Executive Committee Meeting August 28, 2014

Present: Linzie Atkins, Ilene Britt, Karen O'Mansky, Daniel Robinson, Barbara VanDewoestine

Absent/excused: Joy Sotolongo, Teresa Daye, Bob Ashley

Board members present (not on Executive): Kara Turner, Terry David

Staff: Laura Benson, Krissy Dunn, Sandra Roberts

The meeting was called to order at 11:12am without a quorum. Quorum was reached at 11:24am.

Agenda Item	Summary of Discussion	Motion	Action
Agenda Modifications	There were no modifications to the agenda but the order was rearranged so that no business was conducted until quorum was reached.		
Consent Agenda -Approval of minutes (6/26/14 and 8/18/14) -Spending forms – (Smart Start, NCPK, EHS) -DEHS Monthly Report (June), Credit Card Expense Reports (April – June 2014)	-No comments	It was moved to approve the consent agenda. Motion: Daniel Robinson Second: Barbara VanDewoestine Not voting due to conflict of interest: None	Motion carried
FY 13 – 14 Financial Statements -Motion presented from Finance Committee	-Karen O'Mansky presented the draft FY 13 – 14 Financial Statements that will be submitted to NCPC upon Executive Committee approval by the 8/29/14 deadline. In revenue, Karen identified the \$189,419 in temporarily restricted funds on hand at 6/30/13 that were moved out of restriction as revenue for FY 13-14, primarily for Touchpoints. In the FY 13-14 projected budget, we estimated that approximately \$170,000 were needed from reserves to cover current expenses, which was fairly accurate. It was noted that the carry-over funds for Touchpoints had a significant	It was moved to approve the FY 13 – 14 Financial Statements. Motion: Finance Committee Second: Daniel Robinson Not voting due to conflict of	Motion carried

	<p>impact on the cash position. Discussion followed on the history and cause of the reliance on reserve funds, necessitated by Smart Start funding cuts as well as a dramatic change (2011) in the way that the More at Four (now NC Pre-K) funding is administered, relative to allowable administrative expenses. Laura identified other causes. She noted that in response, a Fund Development committee was created in 2012, and a clear plan, along with a strategic plan critical issue, was identified to diversify funding sources. We nearly reached our grant goal of \$50,000, falling short by only \$2,000. We collected approximately \$17,000 more through private individuals or corporate gifts, against a donor goal of \$50,000. The committee acknowledged that this reality had been forecast and that the financial statements accurately reflect DPfC's financial position.</p>	<p>interest: None</p>	
<p>Strategic Planning – Program Priorities -September 18th meeting of “Leadership Working Group”</p>	<p>-Laura updated the committee about the progress we’ve made in identifying our program priorities. She clarified that the priorities won’t limit our work but will guide our focus over the next several years. The priorities will help inform the allocations process as well as the work of the Evaluation Committee, which we seek to expand to incorporate a planning role. On August 19th, a small group met to analyze community data as a means of identifying the greatest needs for young children. The program priorities identified were: increasing access to high quality child care with a particular focus on 4 year olds, improving physical as well as social and emotional health, and increasing parent engagement. We will consider adding health experts to the conversation for another data discussion. A Leadership Working Group will meet at the Partnership on September 18th, 11am to 1pm to hone in on the priorities. One topic which will be addressed is whether or not to focus particularly on low income children.</p>		
<p>Board Retreat Planning</p>	<p>Daniel led a discussion about the board retreat. We will be utilizing the Executive Service Corp (ESC) who the Partnership has had success with in the past, noting in full disclosure that Daniel is a volunteer consultant for ESC. Laura is on the ESC Board. ESC’s affordability, expertise, and familiarity with DPfC compel us to use them over other consultants. The retreat will take place on October 23rd or 30th. We have requested a specific facilitator and that person will be verified within a few days. Committee members voiced their planning regarding timeframes and lunch. Potential locations which were discussed include: Duke Gardens, White Rock, First Presbyterian, and Ronald McDonald House. The committee was encouraged to continue thinking of other possibilities.</p>		

	<p>The committee brainstormed possible topics for the retreat including: the fundamentals of our finance; our strategic plan; board member roles and expectations; board commitment; board development; improving our committee structure; fund development strategies for the board; how to leverage each other’s strengths while navigating through conflicts of loyalty; conveying the full picture of needs in the community in a way that can be shared for fund development; highlighting and clarifying the three Smart Start categories of activities – early care and education, family support, and health; partner collaboration and conflict; future planning. A possible action item could be ensuring that each board member is engaged in at least one committee.</p> <p>After a date is set and the facilitator is secured we will develop a board retreat planning group consisting of 3 – 4 people. The makeup of the group will include board members who represent a mandated position, community board members, and members who are early childhood education professionals.</p>
<p>ED Report -2014 Legislative Session Summary -Program Highlights</p>	<p>-Laura provided a brief summary of the legislative session. In light of the budget deficits, it proved to be a strong session for early childhood. Flat Smart Start funding and a statewide \$5 million increase in NC Pre-K is expected, some of which will go to increased teacher salary (since some NCPK teachers are in public schools). The Partnership may receive a portion of this additional NCPK funding. DSS subsidy will see a significant shift as income eligibility is lowered, funding is reduced for before and after school care for older children 6-12, and the household unit that determines income eligibility will change. Also, the parent fee has been made flat at 10% with no sliding scale, no reduction for the parent fee for part-day care, and no consideration for parents with multiple children. The state’s reimbursement rates to providers will also increase. Laura will convene a meeting with CCSA (Linda Chappel) and DSS (Michael Becketts) to discuss subsidy impact in Durham County.</p> <p>Laura also discussed the impact of the state “swapping” state funds for federal funds, which will apply to DPfC’s NC Pre-K contract. They selected our Partnership because we already receive federal funds. Although the dollar amount does not change, it could pose a threat in the event of a federal shutdown. It was discussed that we have an opportunity to continue educating our delegation about the early childhood needs in Durham and how the state budget impacts programs delivered locally. Rep. Graig Meyer will attend the Sept. 16th bus tour.</p> <p>-Laura reported on the high energy and growing community momentum in the wake of the first School Readiness Summit, held July 21, which was a great success. We have also launched a new chapter of initiatives and events at schools. We hosted two <i>Kickoff to Kindergarten</i> events earlier this week to offer a smooth welcome to Kindergartens as they arrived for their first day</p>

	<p>of school. Kids have also been arriving at their NC Pre-K sites as well, marking the opening of the new contract year. Additional program highlights were collated on the written ED Report.</p> <p>Laura shared the following grant update.</p> <ul style="list-style-type: none"> • We are a finalist for the GSK Impact Award (\$40,000) which is an unrestricted award for past accomplishments and innovation. We had an excellent site visit and expect to hear in late September. • We received a Wells Fargo grant (\$25,000) for TTK. • We received PNC sponsorship funding (\$2,500) for the School Readiness Summit • Durham County Non-Profit funding (\$13,300) was approved in the county budget for FY 14-15 for the Fund Development Manager. • We submitted a renewal application to Wal-Mart, one of the primary funders of the Faith Initiative. • We submitted an application for Duke’s Doing Good in the Neighborhood grant (\$5,000). • Our submission for the Indy Week Give!Guide was selected. Indy Week will feature DPfC in the Give!Guide newspaper insert November-December, 2014. • Our application to Blue Cross Blue Shield for a skills based volunteer to perform a website audit was selected. • We submitted a data mini-grant application to NCPC (\$2,000) for Race to the Top funds to enhance our capacity to analyze and use data. We propose to engage a professional evaluation consultant (Dr. S. Heinemeier) lead a series of training workshops for the Board, staff, committees, and funded partners on data collection and use. 		
<p>Other Business</p>	<p>Terry David shared that Durham Head Start (under new Grantee – Chapel Hill Training-Outreach Project, Inc.) will serve 323 children. They will have 7 3-year old classrooms and 12 4-year old classrooms (some of which will be blended with NC Pre-K funding). In addition, they are hoping to add 32 EHS slots, if the EHS-CC Partnership application for funding is awarded. There will be a Head Start ribbon cutting on 9/19/14.</p> <p>The next Bus Tour is on September 16th. The committee was encouraged to think of people to invite.</p>		
<p>Adjournment</p>	<p>-Next Executive Committee Meeting, December 18th at 11:00am; Board Retreat Thursday October 23rd or 30th; Next Full Board Meeting, November 20th at 3:00pm.</p>	<p>It was moved to adjourn at 12:59pm.</p>	<p>Motion carried</p>