

Sublette County Childcare Coalition

Board of Directors Meeting Minutes
March 30, 2009
Pinedale, Wyoming

The meeting of the Sublette County Childcare Coalition (SCCC) opened at 6:30pm.

Board members present were: Kathy Johnson, Erin Losik and Loretta Erikson. A quorum was present.
Not Present: Michael Kudar, Dawn Mitchell

GUESTS:

- Laurie Latta - Laurie gave an oral report on the afterschool focus groups she helped facilitate in Big Piney/Marbleton. Laurie has emailed the report to SCCC Board members and participants.
- Green River Valley Land Trust - Representatives from the Green Valley River Land Trust were in attendance to report on their past and upcoming summer and children's programs. GRVLT is in its 9th year of operations. The art contest held this Valentine's Day was a great success and they want to target children more this year for programming. This will be accomplished through nature camps this summer and the continuation of the field trip programs throughout the year.

MINUTES:

Loretta motioned and Kathy seconded to approve the minutes of the February, 2009 meeting. Motion carried with no opposition.

FINANCIAL REPORT:

- Loretta motioned and Kathy seconded that the board move to applications and then to financials. Motion carried with no opposition.
- Loretta motioned and Kathy seconded to move \$8,500 from the infant/toddler category to the enrichment category. Motion carried with no opposition.
- ***Unencumbered Funds***
 - Loretta motioned and Kathy seconded to unencumber funds in the amount of \$1,601.43 and put back into the new provider category. The motion carried without opposition. Loretta will draft a letter to Crystal Osborne asking her to return funds to the SCCC. The funds are to be returned if the provider does not stay operational for at least one year.
 - Loretta motioned and Kathy seconded to approve the financial report and pay bills. The motion carried without opposition.

VOUCHER APPROVALS:

- Loretta is acting Treasurer while Michael is out of town.
- Julie Belton was given her check for (2) infant/toddler stipends in the amount of \$6,000
- Christy Kirk (Child Advocates, Inc.) was paid \$1,883.33
- SnoAnn (SAE Services) was paid \$315

APPLICATION REVIEW:

TABLED APPLICATIONS:

- ***Sherri Underwood***
 - Sherri Underwood's application was tabled at the last meeting and will be tabled again.
- ***Little Garden Patch***
 - Little Garden Patch's application is also tabled due to no quorum (Erin Losik is exempt from voting due to a conflict of interest – leaving only two voting board members.)

NEW APPLICATIONS:

- ***Sublette County Library Foundation (enrichment)***
 - The Sublette County Library Foundation (Pinedale) applied for a total of \$736 for its afterschool/summer programs (\$500 for snacks, \$236 for games.) The board discussed alternative funding options for snacks. Loretta will draft a letter to the Pinedale Library with these suggestions for snack funding.
 - Loretta motioned and Kathy seconded to fund the Sublette County Library Foundation application in the amount of \$736. Motion carried with no opposition.
- ***Laurie Latta – Sublette County Partnership and Robin Schambel 4-H***
 - Laurie Latta presented her application for (2) \$1,000 internships for two adolescents in Big Piney/Marbleton to help with the school's summer school program this year. The board will develop an application and applicants must interview with the SCCC board. Recipients of the internship would also be required to write up a summary of their experience. It was suggested Barbara Burrows could help with this process.
 - Loretta motioned and Kathy seconded to approve the application from Laurie Latta in the amount of \$2,000. Motion carried with no opposition.
- ***Laurie Latta – Sublette County Partnership/Afterschool Alliance***
 - Laurie Latta also presented an application for a three year after school program totaling \$150,000. The board will review the application.
 - No action was taken on this application at this time.
- ***Kathy Johnson (expansion)***
 - Kathy's application for expansion was tabled due to no quorum. (Kathy is a board member and therefore cannot vote due to a conflict of interest.)
- ***Green River Valley Land Trust***
 - GRVLT will be conducting a week long day camp for children ages 7-14. The children will be broken up into the following age groups: 7-8, 9-10, 11-12, and 13-14 year olds. The camps will be held on public lands throughout Sublette County and will include topics such as: wind day, wings, ecology, eco-system and a family barbeque. GRVLT will access local experts and Teton Science to aid in the facilitation of the camps. The camp will be

June 22-26 from 8am-5pm and will be a great opportunity for interactive educational fun. Scholarships are available.

- Robin with Sublette County 4-H suggested GRVLT could also look into www.scienceposse.com which would send out grad students to help with the camp as well as Sublink for transportation of children from the southern part of the county for the camps.
- Loretta motioned and Kathy seconded to approve funding in the amount of \$3,500 to GRVLT for the field trip application. Motion carried with no opposition. The Board will review line items within the next day and encourage GRVLT to look into transportation options (possibly with Sublink) for children in the Southern part of the county to attend as well.
- ***Love and Logic***
 - Loretta motioned and Kathy seconded for SCCC to pay for providers to attend the Love and Logic classes. The motion carried with no opposition.

OLD BUSINESS:

- ***Provider Training***
 - STARS Provider training is this Saturday and is on Fire Safety and Sanitation – There will be more upcoming trainings. Christy will get signed up with Stars to conduct the child abuse safety training.
- ***WECPA Grant***
 - The grant was turned in but no word on if we received it or not. It will be announced April 10th.
- ***Wyoming Community Foundation Grant***
 - Loretta announced SCCC received \$7,200 from the Wyoming Community Foundation grant that was applied for. This grant is to supplement childcare for two families. The grant aims to supplement due to the higher cost of living in Sublette County.
- ***Shell Meeting***
 - The Shell meeting went well. Loretta and Erin were in attendance. SCCC has not received funding through Shell. Shell confused the SCCC with another program they had funded. Christy will write a thank you letter to Shell for the meeting and look into possible future funding.
- ***Wells Fargo Building***
 - Christy reported on the Wells Fargo Building donation. Wells Fargo has decided to sell the building rather than donate it for local non-profits. Christy will continue to look for building space for this project.

NEW BUSINESS:

- ***Grant Coordinator***
 - If we receive the WECP grant, a grant coordinator will need to be hired. We will wait and discuss after we know if we got it or not. Also, a VISTA volunteer will be available part-time with this project. This volunteer may be available even if we do not get the grant. They are only funding three grants at this time. Additional funding may be available later through the reinvestment act funds.

- ***Nominating New Board Members***
 - There were no prospective board members present and no nominations. Christy would like to invite Cynthia Chomicki to meet the Board as a possible candidate. Erin also has a candidate in mind. Becky White with the SCRHCD does not have the time to commit.

- ***Insurance Renewal***
 - The board discussed insurance. We need to pay for our insurance at the next board meeting. The board currently has the commercial package that did not include contract services. The board will need to add an endorsement for contract service. There is no additional cost for this.
 - Loretta motioned and Kathy seconded to approve adding the insurance endorsement to cover contract services specifically for Christy Kirk. Erin will call to add the endorsement. The motion carried with no opposition.

- ***Summer 2009 Survey***
 - Loretta Erickson reported on the summer care survey results. Out of the small number of surveys that were returned; not many families are reporting they are need of summer care.

CHRISTY'S MONTHLY REPORT:

- ***Systems of Care Meeting***
 - Christy is on the committee for a comprehensive community needs assessment regarding programs for children. She is meeting with Michael Coburn the socio-economic analyst regarding this project. The WECP grant coordinator may be a possibility for this. The CCSC group continues to grow.

- ***Smart Start National Conference***
 - The board discussed sending Erin Losik to a Smart Start training in North Carolina provided through Wyoming Kid's First funding. Erin stated she was interested in attending. Christy will give the contact information to Erin and Erin can register for the conference through Wyoming Kid's First.

- The board discussed opening up the registration to at home providers possibly paid for through SCCC funds. Erin will check into pricing. Once this information is researched Christy will put the information on Pinedale Online!
- **Regional Partnership Training**
 - There will be a Regional Partnership Training in Pinedale on . Groups from Jackson and Rock Springs will be in attendance as well. The training is to clear up questions regarding the WECP grant and also to help groups with any technical assistance they may need in forming.
- **Grant Writing**
 - List of Available Grants
 - Christy will conduct a search and bring any available grants to the board's attention as they come along.
 - Grants in Process
 - A grant for a VISTA volunteer was applied in collaboration with Wyoming Kids First. This position will be part-time and will help the coordinator of the WECP grant conduct a needs assessment, develop a strategic plan and market the finished plan. This VISTA volunteer may be available to us even if we do not receive the grant.
- **Networking on our behalf**
 - Christy spoke with Kay Ryan regarding Lion's Club and how we can collaborate. Christy will get on their agenda to speak with them and report back to the Board.
 - Christy has been working with Cythia Chomicki regarding a Board position as well as Afterschool programming for Pinedale.
 - Christy has been working with Michael Coburn (community partnership – county) regarding an early childhood and community needs assessment.
 - Christy has been in contact several times with Mannie with Wyoming Kids First regarding the grant and other community prospects we can collaborate on. Mannie is interested to see if Sublette County is in need of a Headstart of Boys and Girls Club.
 - Christy has been working with summer school programs, after school alliance, Pinedale Elementary School, Laurie Latta and the PAC to develop a summer expo and summer program calendar.
 - Christy has been working with Robin Schambel regarding afterschool programs and building space for programs and non-profits.

The next meeting for the Sublette County Childcare Coalition will be Monday, April 27, 2009 at 6:30pm at the Big Piney Library.

The meeting adjourned at 9:30pm.