Executive Committee Meeting

February 23, 2015 2:00 pm

CAPSLO Child Care Resource Connection Board Room

805A Fiero Lane, San Luis Obispo, CA 93401

**MINUTES**

**Members Present:**

Maddy Quaglino

Mika Buchanan

Nancy Norton

Melinda Sokolowski

Sheri Wilson

**Liaisons:**

Andrew White

Edgar Cancel

**Staff:** Raechelle Bowlay-Sutton

**Absent:**

None

Meeting called to order by Chair, Maddy Quaglino at 2:15 pm with welcome and introductions.

**CONSENT AGENDA**

Motion to amend agenda by changing item 12 First 5 SLO County Commission to Item 5. Motion to approve consent agenda including adoption of the agenda and January 26, 2015 minutes made by Mika Buchanan, seconded by Maddy Quaglino and passed unanimously.

**PUBLIC COMMENT and COUNCIL MEMBER ANNOUNCEMENTS**

None

**BUDGET REVIEW**   
Budget review through January 2015 presented by CAPSLO Finance Director, Andrew White. Financials included in meeting materials. The LPC budget is 63% spent in personnel and 93% spent in operating. Overall the budget is 66% spent. Total in-kind collected to date is $2,279. It was noted that initial projections show salaries to be overspent, but the new First 5 Santa Barbara contract will be utilized to cover the additional payroll costs.

Dept. 491 – AB212 Stipends: This account is 60% spent in personnel. There have been no stipends processed. Stipend amounts and recipients will be ready to report by the beginning of May in order to be processed by June 30th.

A revised Children’s Day in the Plaza budget will include Arts Obispo’s grant as in-kind under the line item 7510. Further discussion that in-kind is proof of community support for the Council.

LPC Reserve balance is $17,818.71.

**FIRST 5 SLO COUNTY COMMISSION**

Discussion about the Council’s designated representative on the First 5 SLO County Commission. It was decided that there will be an open nomination process. The Coordinator will send out an email requesting nominations. Coordinator will confirm acceptance of nominations and will create a ballot for vote at the March 4, 2015 Council meeting. Judy Fleisher, CCRC Admin, will count ballots.

**COORDINATOR UPDATE**

Coordinator will be attending the QRIS Summit in Fresno on March 25, 2015. Registration is $39. Coordinator will also coordinate transportation for any Council members that would like to attend.

**PERSONNEL UPDATE**

We are in the process of setting up interviews for a part-time (20 hours/week) personnel to fill the position of a Local Child Care Planning Council Specialist to support the work of QRIS.

**CALIFORNIA TRANSITIONAL KINDERGARTEN STIPEND PROGRAM**

The Local Child Care Planning Council has been awarded a three-year grant for the California Transitional Kindergarten Stipend Program in the amount of $83,700, with 15% allowable for administrative expenses. Coordinator will work with University of La Verne and Cuesta College to develop a system to present to TK teachers to be able to get their ECE units through the CTKS program. Program plan and application to be presented at the April 27, 2015 Executive Committee and May 4, 2015 Council meetings.

**RACE TO THE TOP – LOCAL QRIS CONSORTIA**

Update included in meeting materials. Consortia meeting after Council meeting on March 4, 2015.

**CHILDREN’S DAY IN THE PLAZA UPDATE**

Update included in meeting materials.

**QUALITY CHILD CARE CAMPAIGN**

Coordinator requested $500 to be spent on the development and bringing of a brochure on Quality Child Care the highlights the Child Care planning Council and its local efforts to support quality child care. Motion to approve $500 for quality child care campaign made by Mika Buchanan, seconded by Nancy Norton, and unanimously approved. Further discussion to have a Child Care Planning Council bags instead of Children’s Day in the Plaza bags that can be used at other Council events.

**COUNCIL MEETING AGENDA**

Motion to approve March 4, 2015 Council meeting agenda made by Mika Buchanan seconded by Nancy Norton, and passed unanimously.

**ADJOURNMENT**

Meeting adjourned at 4:10 p.m.