Executive Committee Meeting

September 22, 2014 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

Sheri Wilson

**Liaisons:**

Joan Limov

Sandy Woods

**Staff:** Raechelle Bowlay-Sutton

Meeting called to order by Chair, Maddy Quaglino at 2:10 pm with welcome and introductions.

**CONSENT AGENDA**

Motion to approve consent agenda including adoption of the agenda and August 25, 2014 minutes made by Nancy Norton, seconded by Mika Buchanan and passed unanimously.

**PUBLIC COMMENT and COUNCIL MEMBER ANNOUNCEMENTS**

**Maddy Quaglino**

* Arroyo Grande United Methodist Children’s Center will be hosting its 7th annual Family Fun Day on Saturday, October 11th. There will be 22 activity booths, Assemblyman Katcho Achadjian, CAPSLO Health Navigators, Smokey the Bear, Cal Fire and CAPSLO Child Care Resource Connection.

**RACE TO THE TOP – EARLY LEARNING CHALLENGE UPDATE**

First 5 Santa Barbara has accepted the draft action plan including the $26,460 budget proposal that was presented to the Council on June 4, 2014. First 5 Santa Barbara will also continue to support the coordinator by providing trainings as available. Action Plan and proposed budget included in meeting materials. The proposal includes the hiring of a support staff/intern. There would be enough of a budget to hire an intern at $9.50/hour, 20 hours per week. Coordinator will follow up with Joan Limov and CAPSLO Human Resources.

Motion to approve Race to the Top – Early Learning Challenge mentee partnership with First 5 Santa Barbara County made by Mika Buchanan, seconded by Nancy Norton and passed unanimously.

**BUDGET REVIEW**
Budget review through August 2014 presented by CAPSLO CFO, Joan Limov. Financials included in meeting materials. Indirect is applied quarterly. Variance column on 491- AB212 report is incorrect, but does not affect reporting. The current balance of the reserve account was not reflected on the report, but is $19,155, including the deduction of $500 for the Hands-On Heroes sponsorship. Joan Limov will email a revised financial report with corrections including reserve account balance. The auditor for all Child Care Resource Connection grants including Council contracts completed the first draft and had not findings or concerns.

**BUDGET UPDATE FY 2014-2015**

With the new Race to the Top partnership, the proposed revised LPC budget includes a $2000 reduction in Coordinator salary, $100 increase in local mileage, $162 increase to out of county travel, $312 increase to program supplies, $75 increase in copy charges, $25 increase in printing, and $1300 increase in training and workshops. Proposed budget revisions include in meeting materials.

Motion to approve Fiscal Year 2014-2015 Budget Revision to be presented and approved by Council made by Nancy Norton, seconded by Mika Buchanan and passed unanimously.

**LEADERSHIP SLO**

Coordinator requested approval and support to apply for the 2015 Leadership SLO. The application is due October 1, 2014. The cost of the program would be $750, pending a $750 scholarship. This would require a commitment 12 days over the course of the year, similar to the CalSAC Leadership Development Institute the Coordinator is currently participating. Participation in Leadership SLO would help foster more leadership skills as well as build connections to the business community to be able to further promote child care as an industry in San Luis Obispo County. Funding to support this endeavor would come from the increased training budget.

Motion to approve Coordinator’s application to Leadership SLO made by Mika Buchanan, seconded by Nancy Norton and passed unanimously.

**CENTRAL COAST CREATIVE ECONOMY**

This opportunity came to the Coordinator through partnership with Arts Obispo as a professional development opportunity for Council members. Arts Obispo and SLO Performing Arts Center is hosting the Central Coast Creative Economy on Friday October 31, 2014. This is an interactive forum featuring Radical Collaborator Nina Simon and Creative Pairs Expert, Joshua Wolf Shenk. The forum will explore how creativity and collaboration enables the development of new approaches and innovative partnerships. More information about the forum included in meeting materials. Coordinator is recommending financial support for Council members to attend the Central Coast Creative Economy Forum.

Motion to financially support Council members to attend the Central Coast Creative Economy Forum up to $500 made by Nancy Norton, seconded by Mika Buchanan and passed unanimously. Coordinator will follow up at Council meeting with a sign up and deadline to register.

**SCHOOL-AGE UPDATE**

Coordinator is wrapping up the last 3 meetings of the CalSAC Leadership Development Institute. There will be a recognition ceremony on Friday, December 12, 2014 in Oakland. All invited are to attend. More details to follow.

Coordinator is also working on a Lights on Afterschool campaign. Lights-On Afterschool will be celebrated on October 23, 2014.

**CHILDREN’S DAY IN THE PLAZA**

Coordinator is working with Jenna Hartzell, Arts Obispo Executive Director, and Jenn Prentice, Cal Poly professor to develop a new event management plan for the 2015 Children’s Day in the Plaza. Both partners will attend the October 1, 2014 Council meeting to introduce themselves to the Council.

**MEMBRSHIP COMMITTEE UPDATE AND RECOMMENDATION**

New members to the Membership Committee include Don Norton and Pam Dudley. Don Norton was elected to serve as chair of the Membership Committee.

The membership Committee recommends the approval of Adriana Barron and Lee Ann Howard to the Council membership. Adriana Barron will take over the remaining term of Debra Welch to serves as representation for the CAPSLO Head Start in the Child Care Provider membership category. Lee Ann Howard will serve in the Community Representative Membership category, representing Pacific Coast Association for the Education of Young Children (PCAEYC) and Resources for Infant Educarers (RIE) Network.

**COUNCIL MEETING AGENDA**

Motion to approve October 1, 2014 Council Meeting agenda made by Mika Buchanan, seconded by Nancy Norton and passed unanimously.

**ADJOURNMENT**

Meeting adjourned at 3:47 p.m.