



MINUTES IOWA AEYC GOVERNING BOARD MEETING

Saturday April 22, 2023
9:00 AM – 3:00 PM

Please RSVP to wmosdal@iowaaeyc.org with your intention to participate if you have not already done so. Iowa AEYC promotes high quality early learning for all children, birth through age 8, by connecting practice, policy and research. We advance a diverse, dynamic early childhood profession and support all who care for, educate and work on behalf of young children.

TIME	TOPIC	ACTION REQUIRED/ROLE OF BOARD
8:45-9:00	Set up, Jillian Herink	Networking and Building Relationships
9:00-9:15	<p>1. Call to Order (Dr. Brandy Smith, President)</p> <ul style="list-style-type: none"> ● Welcome introductions ● Agenda additions and today’s agenda approval; ● Expectations for the board <p>In our discussions, please remember our HPIO Guiding Principles</p> <p>2. Agenda Approval (Dr. Brandy Smith, President)</p> <p>3. Consent Agenda (Dr. Brandy Smith, President)</p> <ul style="list-style-type: none"> ● Board reports ● ED report ● April Executive Committee mtg minutes ● January Governing Board meeting minutes ● Job descriptions ● Membership report ● Bylaws ● Board Rubric ● Vice President and Secretary Vote 	<p>Professional Membership, Leadership and Innovation</p> <p>-----</p> <p>Motion Item- Approval of agenda needed Pgs 1-2</p> <p>Motion Item- Approval of Consent agenda needed Pgs 3-38</p>
<p>Meeting called to order at 9:09 AM. Motion to approve the agenda by Brian and seconded by Donna. Motion passed unanimously. Motion to approve the consent agenda by Crystal and seconded by Gladys. Motion passed unanimously.</p>		
9:15-9:40	4. Leadership Activity (Dr. Brandy Smith, President)	Professional Membership, Leadership and Innovation
<p>Brandy introduced the leadership activity. She showed a bag of materials that the treasurer of the Central Rivers chapter kept. Dawn has been the treasurer for more than 25 years. Chapter bank accounts need to be closed by April 30. This is the last governing board for the structure we currently have. We want to celebrate the regional chapters. What feelings do you have? How should we acknowledge what has been? What do we still need to do to make the transition successful? What opportunities do you see? Small group discussion was held. Report out happened from the small groups. Change is hard but also provides opportunities. Some people will be leaving the board but there will be additional leadership opportunities within the engagement groups. Possibilities to</p>		



develop relationships and keep the personal aspects. We want to have opportunities for people to meet each other locally. It's confusing for people but if we keep the communication going, people will stay up to speed. When one chapter closes, another chapter opens. July's board retreat will be a transition from the current board structure to the engagement group structure. Brandy asked that chapters that local chapter materials be brought to the office for safekeeping. We are considering some kind of activity at the fall institute to celebrate the chapters.

9:40-10:26	HPIO Activity (Donna Kennebeck, HPIO Chair)	Organizational Excellence The Profession Pgs 39
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Donna shared that allyship is a journey. We will make mistakes but we will learn and grow. Listening is a huge area. By listening we learn from each other. Allyship is not doing for others but riding alongside. She referenced the three D's: debate, discussion and dialogue. What does silence mean? In a debate, silence is used to take advantage but in a dialogue, time is for reflection. Refer to the conversation ground rules: assume positive intent, engage in dialogue not debate, demonstrate cultural humility, be open, transparent and willing to make mistakes, embrace the power of humble listening, create a trusting and safe place, committing to having conversations that matter. Groups of 2-3 had small group discussions about roadblocks. Report out from the small groups. Brandy will follow up with someone at UNI to see if she could talk or present about banned books and following state guidelines as an education.

10:26-10:40	5. 3rd Quarter Financials (Dr. Brian Kingrey, Treasurer)	Organizational Excellence Motion Item Pgs 40-42
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Balance sheet at the end of the 3rd quarter: total assets \$1,306,672.14, total equity \$1,204,544.65. Budget to actual should be at 75% at the end of March. Interest income of \$283 which is great. Miscellaneous revenue at \$29,000 holds grants from NAEYC from time to time, power to the profession, registration for some other conferences. Donations are at \$9312 on a projection of \$3000. These are the monthly donations and there is \$5000 that was carried over for the board. T.E.A.C.H. co-pays are at 98%. Total income of \$8,668,897 or 66% of budget. Expenses: professional fees at 213% which is mostly the ISU Extension contract with the workforce study that will be coming out in June. Evaluations: there are none this year. Interest expense is zero which is because we haven't had to utilize the line of credit. Advertising/marketing part of ISU and T.E.A.C.H./WAGE\$ info that had to go out. Board expenses at 193% (\$5000 from the donation line above) and travel has really gone up. Also some co-mingling with conference and events expenses. Business expense is mostly realized now with the office move. Total expenses at 67% or \$8,153,966. Total income \$514,931. Motion by Donna to accept the financial reports and seconded by Miranda.

10:40-10:59	6. Budget FY '24 (Jillian Herink, Executive Director and Dr. Brian Kingrey, Treasurer)	Organizational Excellence Motion Item Pg 43
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Proposed budget for FY24. A few things to highlight: interest income was raised, miscellaneous revenue was reduced, and donations were kept the same. T.E.A.C.H co-pays were changed due to projected participation. Sponsorship revenue was reduced a little bit from this year's projection. Conference revenue was reduced a little bit. Promotional sales will be removed from the budget. Total gross income is projected as \$12,508,954.08 which is about \$500,000 less than this year. On the expenses side, awards and grants were increased. Also, \$1.7 million to just over \$2 million for staff wages. T.E.A.C.H evaluation will be occurring this year for \$3,000. Interest expense was taken down to zero because we don't anticipate borrowing any money. Equipment was reduced. Rent/utilities were increased. Travel and meeting expenses were also increased in order to send staff to conferences and training. Business expenses were zeroed out due to the office move being completed. Conference and special events were increased and that is where the chapter money is going and to be accessible



for PEG's. Total expenses projected to be \$11,845,162.14 and net income of \$663,791.94. Motion to accept the FY24 budget by Miranda and seconded by Gladys. Motion passed unanimously.		
10:59-11:01	7. Finance Committee discussion, (Dr. Brandy Smith, President)	Organizational Excellence
There has not been an active finance committee. At the executive committee, it was decided to make the executive committee the finance committee for now. By July, there will be a meeting on the calendar for the executive committee to have a finance meeting.		
11:00-11:15	***BREAK***	
11:15- 11:47	8. Public Policy Forum – (Jennifer Wright, Public Policy Co-Chair)	Professional Membership, Leadership and Innovation
Jen and Linda gave an update about moving forward with advocacy. There will be a PEG for advocacy. Linda shared about what you can do as a teacher or staff at 501(c)3 and boundaries. At the in person Public Policy conference, we met in person with legislators and/or staff with 5 of the 6 Iowa representatives. Katie at Senator Ernst' office had questions about staffing. Conversations about collaboration between state and federal. Grassley's staff had questions about the cost of care and why programs aren't profitable. Representative Hinson's staffer, Nick, assured us that Ashley will be keeping child care at the forefront. We met with Representative Nunn and his staffer. He was the only one who specifically asked what it is going to take and we responded with Build Back Better. Overall, a lot of story sharing and educating about why child care as a system needs to change. We met following the conference to talk about next steps and not losing the momentum gained with legislators and also with our membership. Tiffany asked about local or statewide activities around a Day without Child Care. Linda talked about it not being an opportune time to try and introduce bills with the political climate. We can use parents to advocate to make differences in the future by laying groundwork for future work and emphasizing that the people working in child care are worth fighting for. Conversation about all the years of work it took in New Mexico to get where they are now. Suggestions to sign up for email newsletters from Save the Children and ACEs.		
11:47-11:50	9. Investment Update (Jillian Herink, Executive Director)	Organizational Excellence Pgs 44-48
Jillian has developed some questions and a rubric for soliciting an investment firm to represent us. She is asking that board members make recommendations of firms to ask to respond to an RFP. An email will be coming out with this request next week.		
11:50-11:52	10. Affiliate Council Update (Dr. Melanie Felton, NAEYC Affiliate Advisory Rep)	Organizational Excellence
No report from Melanie, but we did have applications from Iowa to the Affiliate Council. Those applicants have not been notified yet if they were accepted.		
11:55-12:00	11. Regroup before lunch (Dr. Brandy Smith, President)	
Congratulations to Brenda and Crystal who were elected to the positions of secretary and vice president respectfully. New by-laws were approved. New chapter structure was also approved. Final tally was bylaws 113-3 and final tally for chapters was 112-3.		
12:00-12:30	***LUNCH BREAK***	



12:30-1:00	12. Executive Director Evaluation (Crystal Abbe, Vice President)	Organizational Excellence
The board entered into closed session at 12:30 pm. The board returned to an open meeting at 1:00 pm.		
1:00- 1:15	13. WOYC share out (Board Members) <ul style="list-style-type: none"> ● WOYC 	High Quality EC Education Professional Membership, Leadership and Innovation
<p>Brandy asked board members to share the activities that occurred in their areas for WOYC. Diane shared that the North Iowa chapter put together goody bags and delivered them to area members. The Mason City Mayor also signed the proclamation and invited early childhood providers to be at the signing and had photos taken. Mike shared that the Southwest chapter met in Council Bluffs at a restaurant and there was an opportunity to bring someone who isn't a member. Twenty-five people came and everyone received at least 1 door prize. Two long standing members in the chapter received a special Willow Tree gift. Crystal shared that the Des Moines Public Schools utilized their communication software called Snap Connect that is able to send messages and allow them to be translated into about 75 languages with messages to families. There were 1466 views of different messages occurred with the WOYC tagline. Brian shared that they implemented Tasty Tuesday at his school. Sara shared that she educated staff within her building where WOYC activities had not occurred before. Donna shared about a rock garden activity that occurred at her center. They'd like to expand to the 5 centers in walking distance. Gladys shared with families in the Mount Pleasant area about what WOYC is.</p>		
1:15-1:27	***BREAK***	
1:27-2:29	14. Chapter Restructure (Dr. Brandy Smith, President) <ul style="list-style-type: none"> ● FB ● Bank accounts ● Funds ● Chapter list (last one in April) ● Leadership Discussion ● Draft GB Board Job Descriptions 	Professional Membership, Leadership and Innovation Pgs 49-75
<p>All of the FB chapter pages have been closed. Most of the bank accounts have already been closed. Pat has sent out the last geographical chapter list. Now, we need to move into the new structure. Brandy shared a document with the appointed members of governing board. There are remaining positions to be filled including membership/innovation, two at large members, and the 10 PEG co-chairs. Brandy talked through the PEG Co-Chair job description since it's new. Discussion regarding having both virtual and in person options so people can be in multiple engagement groups and still develop personal relationships. There will be a centralized calendar on the Iowa AEYC website. Brian discussed some history of chapters when reaffiliation happened in 2016/2017. Miranda asked if it's a possibility to have a "greeter" so when someone is a new or renew member that triggers a follow-up about the PEG's and what we're about. Applications are ready once names have been lifted up for the open positions. By May 1, we want to have the reach out to people to apply for the positions. A sheet was shared for applications to board membership so we can have a baseline of demographic information for board members. Discussion regarding the board job descriptions for review prior to the July board retreat. Some governing board members will also do a rough draft of how the board position fits with a PEG. Please have these drafts and/or comments to Jillian by May 15.</p>		
2:29-3:00	15. Executive Director Updates (Jillian Herink, Executive Director)	High Quality EC Education The Profession Professional Membership, Leadership and Innovation Organizational Excellence



Jennifer shared that she is expecting a baby and will be in a support role at the fall institute. Rebecca shared that for the fall pre-institute there will be a Project introduction and an option to additional follow-up work for teacher licensure or i-POWER training credit. She is also part of a DE science based team so that might be a draw for lower elementary teachers. The cost for the pre-institute will be \$79 and will include the newest 4th edition book and how to tie into the standards each person is following for their program. Tentative meetings dates are in the packets. Please provide feedback to Jillian if you see issues. Board members that have to travel more than 120 miles one way for meetings will now be able to have a hotel night before or after meetings. The ECI contract with AEYC was in its fifth year and was not renewed so Rick's position will be ending by the end of June, 2023. The Membership position that Pat holds is also being eliminated. Linda asked if there were any other changes anticipated with the ECI restructure. Spring institute is full. Fall institute will be celebrating the 20th anniversary of T.E.A.C.H. In 2024, there will be a 10th anniversary of WAGE\$ and 60th anniversary of the organization. We are seeking nominations for the fall awards also. Due by June 21. The first 3 CDA Navigators are on board and the final 2 will be hired in July/August. Jillian shared that Dr. Cooper, a high ranking official in Alabama's Department of Education, has just resigned after she was banned from using NAEYC's Developmentally Appropriate Practice.

2:55-3:00	<p>16. Closing reminders, (Dr. Brandy Smith, President)</p> <p>HAVE YOU...</p> <ul style="list-style-type: none"> Completed the Board Meeting Evaluation on SurveyMonkey? Turned in your board expense form? 	Organizational Excellence
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Motion to adjourn by Donna and seconded by Gladys. Motion passed unanimously.

IMPORTANT DATES:

- 4/28-29/2023 Iowa AEYC Spring Institute- (in person)
- 6/4-7/2023 NAEYC's Professional Leadership Institute
- 7/7/2023 Executive Committee Meeting (FRIDAY)
- 7/21-22/2023 **Governing Board Retreat**

Strategic Priorities- Guiding Our Work Through 2026



High Quality Early Childhood Education



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Professional Membership, Leadership, and Innovation



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