

NevAEYC Board Meeting
August 20, 2008

Board Members Present: Christine Matiash, Peggy Pulver, Debbie Tarantino, Sherry Waugh, Theresa Byington, Crystal Swank, Sue Turbow, Alice LeDesma, Margot Chappel, Margaret Oberg
Staff Members: Whitney Leathers

I. Opening:

The meeting was opened at 9:30 AM by Christine Matiash

II. Minutes:

Approval of minutes was tabled until the retreat

III. New Business:

President's Report: Christine reported that she, Peggy, and Christine had signed the contract with ARC on August 19. ARC will take over as of September 1st. Motion passed on July 23 by email vote to go with Option 2.

Treasurer's Report: Debbie reported that all outstanding invoices for conference registrations had been paid, with the exception of one center. After following up with the center, they believe the bill has been paid and agreed to send a copy of their cancelled check. Expenses for the 2009 Conference are starting to be incurred. Financial transfers to ARC will begin soon. ARC will review systems and move to their own accounting system. CPA is working on 990. There were some questions about the DEC money. The audit is nearing completion, or at least getting closer!

Motion by Christine to approve closing account with Wells Fargo and open account with bank in Sacramento. 2nd by Peggy Pulver. All approved, none opposed, motion carries.

Debbie and Christine will still approve each check that is written.

Motion by Christine to authorize ARC to make deposits, etc. 2nd by Peggy Pulver. All approved, none opposed. Motion carries.

Decision was necessary on the dollar amount limit for checks written by ARC. Debbie suggested \$5,000. *Motion by Christine to approve maximum of \$5,000 on checks written by ARC requiring single signature. 2nd by Peggy. All approved, none opposed, motion carries. Motion by Peggy to also limit amount of checks written by ARC for T.E.A.C.H. to \$5,000 with single signature. 2nd by Crystal. All approved, none opposed, motion carries.*

Christine announced that ARC will take over responsibility for newsletter. Crystal will send ARC the template she has used, if necessary. Crystal will continue to put the newsletter on the website and list serv. Terry Randolph has been contacted about translating the newsletter into Spanish. The cost for this service has not been determined. ARC may also be willing to translate. It was agreed that ARC will be asked whether this service is available and what the cost would

be, to compare with the cost of having Terry Randolph do it. Crystal estimated that the newsletter may include an average of 5,000 words. There was a question raised about how many people may need or want this service, and whether it is worth the cost. Some ideas of how to determine interest included asking on the list serv in Spanish who would want to receive a Spanish version, and asking Terry Randolph's advice on how best to reach those who might want a Spanish version.

Christine reported that the retreat agenda was still in progress. ARC specializes in board development and the board was asked if this would be a helpful topic for the retreat. Overall responses were positive.

Also on the retreat agenda will be the vote on the 31 membership scholarship applications by a committee headed by Theresa, Margot, and Catherine. The score system has been set.

Some time will be spent on goals and strategic planning for the coming year, but will be limited to 2 hours. The bulk of the work can be started and finished in committees. Sherry noted that it will be important to "get the meat we need" for the reports for National. It was suggested that each committee look at the goals set at the last retreat in their program areas and adjust and update as needed prior to the retreat to save time. All information can be found on the website. An email reminder will be sent to committees to update before the retreat and make note of progress and changes needed.

Nominations for open positions will also be taken at the retreat. A suggestion was made that although we have funds set aside for 22 scholarships, NevAEYC should consider supporting more with other funds in exchange for leadership opportunities. A discussion could take place at the retreat on whether to include more scholarship funds in the budget.

Additional retreat agenda items: Public policy issues (Denise Tanata has been invited) and budget items.

Regulation Changes - Alice offered that there have been some tentative dates set, (likely to change), for two public workshops in the North - October 3rd and 4th, with a regulation adoption hearing on October 24th. The bureau has an interim meeting planned for August 29th, which is not a public workshop, but a waiver hearing, agreed to by the bureau "graciously accommodating a licensing request". The South will have two public workshops as well as Winnemucca and Elko, before October 24th.

A plan was set to help celebrate Sue Turbow's 60th birthday after business hours at the retreat. Former board members have been invited to the retreat including Patty Oya, Betsy Fox, and Denise Tanata. It was decided that the retreat will end at noon on Friday.

Public Policy: The 2009 Public Policy Forum will be held in February - Peggy and Margaret expressed interest in going. Peggy will ask Anna Severens if she would also be interested in attending. It is assumed that Margot will also be going.

Committee Reports:

Conference Committee: Next meeting will be on Aug. 29th from Noon to 2PM at the PDC. Greg and Steve are signed for the conference; "Rusty", recommended by Becky Carter Steele, for Friday.

Professional Development Committee: Sue Turbow reported that Bob Seigel is set for the Administrator's Training Day on October 10th. He has provided a description of possible topics to be presented, which Sue shared with the board. It was decided that a combination of topics- change: how it is inevitable and should be supported, and embracing change would be well received. Sue plans to have a flyer sent out by the first week in September. A note will be included on the flyer suggesting that administrators plan to send their staff to the Bev Bos training scheduled at UNR on October 11th. Teresa suggested having membership there to sign up new members. Margaret agreed to ask Mariah Wedemeyer, RAEYC membership chairperson, if she is available to attend. It was decided that cost will be \$50 for AEYC members, \$75 for non-members. There would need to be 35 to 40 to attend to cover costs. Sherry agreed to check on discount hotel reservations for those attending from out of town (possibly at the Grand Sierra). Sue asked for \$500 to cover cost of printing flyer. Debbie will email Sue a check request. Money is already slotted for this purpose in the budget.

New Business: Tabled until the retreat.

Accreditation: Sherry asked if we want to do something more to support accreditation. We will continue to recognize accredited facilities at the conference. Ideas could be brainstormed at the retreat. One suggestion was to offer a workshop at the conference and/or at a Directors' lunch, including a panel of child care center directors who are accredited who would be available to answer questions or concerns to those who are in progress or have an interest in the process. Another suggestion was to offer a pre-conference reception for directors of accredited centers, but it was decided very few would be part of this group. Sherry brought up that a support group for directors could be offered as an opportunity to "bounce ideas off each other", possibly through email or through an internet forum. Sherry suggested using the list serv to share resources, etc. and NevAEYC could help initiate the process. Speaking of the list serv, it was suggested that a computer be available at the conference for sign ups. It would be helpful to use past conference registrations to extract email addresses to be added to the list serv. Whitney may have access to this info. Debbie said she may have access to earlier lists. All that would be needed is first and last names and email. Debbie will check. Peggy may have someone who could put it all together.

T.E.A.C.H.: Whitney joined the meeting at 10:00 AM. Fall registration is in progress. 80 people are signed up for Apprenticeship and TEACH. There are 10 new TEACH recipients. Tina Howell is working out very well - helping to clear up any misconceptions about the merge of TEACH and Apprenticeship. The new

Administrative Assistant, Erin, is doing great so far, working with Tina and Kimber. There is an ad in the paper now for the Administrator position in Reno. An "apply by" date and link to job description is included. It was suggested that the pool of applicants who applied when the job was first offered could be contacted. Whitney is currently working on the annual report for North Carolina. She has noticed that some of the tensions people felt when TEACH was first introduced in NV are coming back again with the merge. She has been working to help people see that it is "not a scam after all" . There has been mostly positive response after hearing explanation of facts versus rumors. There has been a very good response in rural NV and Carson City. Kimber will spend 2 days in rural areas in September. Western NV College has and Associate and Certificate degree to support TEACH. There were only 12 people signed up for the intro class at Great Basin College, so they are considering cancelling ECE program. The issue is number of majors and how many ECE graduates there are. NevAEYC may want to take steps to help encourage Great Basin to keep the program. There has been a problem with registration for ECE classes at all colleges. Some classes had to be cancelled at TMCC. Date to cut off registration has to be moved up. Number of registered students required to keep a class from being cancelled has been increased to 20. Registration has to happen earlier that two weeks prior. Crystal and Sue offered to guide students who need to choose alternate classes after cancellations. TEACH had wanted to offer orientation at college this Fall, but work was needed to calm nerves in centers over idea of the merge. Whitney will send list of students at TMCC to Crystal to be invited to a reception to welcome them. Whitney offered to come to ECE classes to talk about TEACH. Tina would be available to do the same in the South.

Public Policy: Margot joined the meeting at 10:30. Head Start meeting will be held on Sept. 16th. Every opportunity should be taken to build on cohort idea. TEACH has been working with Head Start to encourage applicants for scholarships. It was suggested that Head Start funding could be used to increase enrollment. CSA is working with UNR on the grant offered to Hispanic teachers. Applications for Public Policy Forum are due December 1st. She asked for help from Board members in writing public policy briefs in areas of their expertise. Peggy and JoAnne Everts will write the PreK portion. Alice agreed to elist help in writing the licensing portion, and Patty Oya and Whitney could help with the Professional Development money piece. Margot could not recall the 4th recommended brief, but she will solicit a good match for the subject matter when she determines what it is. She stated that additional time should not be needed at the retreat for Public Policy.

WSLN: Peggy reported that it was a "very nice conference". WSLN 2009 will be held in Asilomar, CA - a destination that should be easier to afford to send more board members.

Next meeting: will be held at the retreat. Christine will send the agenda.

Margaret will check with Heidi, new UNR Student Group President, on who may be able to attend from their group.

Meeting adjourned at 11:00.

Respectfully submitted by Margaret Oberg - filling in for Heather McEnulty