



Northern Interior Alaska Association
for the Education of Young Children

Meeting Minutes May 12, 2018

8:00 am at AnneMarie's

Conference Committee Meeting (1 hour)

- a. Review Reports
27-28 September
 - b. Sub-committee meetings
-
1. Call to order at 9:30 am
Attendees:
 - Robin Temple
 - Claire Dawson
 - Tracy Norris
 - AnneMarie Mattachione
 - Tricia Jones
 - Mandi Hart
 - Jerry Lomax
 - Riley Snow
 - Chanda Peters
 - Faith Miles
 - Fawn Charles
 - Guest: Missy Odsather (after school coordinator)Absent:
 - Linda Fetters
 - Marcy McGraw
 2. Approval of Agenda
 - Anne Marie adding adopting new business to agendaChandra Claire
Agenda Approved
 3. Approval of April Minutes
 - Emailed to board will approve next month
 4. Budget report: Linda
 - Not present, email read to board.

- Claire found 5.00 square foot banner at Autotrim. There are a variety of options for this banner. Tricia, Linda, and Claire to decide on size and place order.
 - Reviewed numbers for outreach:
 - WOYC 162
 - Military Appreciation Night 72
 - MOMC 565
 - April outreach total 799
5. Review paid position documents
- Robin reviewed Position Description
 - Objective is to hire someone who will do research development of fund development
 - Will report back after follow up meeting with AnneMarie and Robin
6. Approval of policy and procedures: Tricia
- Policy and procedures sent out by Tricia last month. Next month Tricia will bring copies o the policies and procedures.
 - Motion-Tricia
 - Second-Claire
 - Approved
7. Approval and Monthly review of Strategic Plan
- Approved- Stategic Plan
8. Review working plan document: AnneMarie
- Plan delivered and reviewed with the Board.
 - Family Engagement-needs a plan
 - Acknowledge Service and Accomplishments- Robin to look for notes and give clarity
9. Standing Committee Reports
- a. Membership and Recruitment: AnneMarie- Nothing to report
 - b. Public Policy: Fawn- Last two meetings canceled
 - c. Fundraising/Donations: It is very important that all members participate in donations
- Faith will help with bazaar solicitation
 - Fawn presents greeting card fundraiser- July
 - Fawn has reached out for carwash connection
 - Tricia to send out letters for donations this week

10. Reports

WOYC, Fairbanks Children's Museum and Military Child events: Linda - Report given under budget

Provider Appreciation: Tricia, Robin 43 providers honored

Tri affiliate call: Robin

- Quality/Quantity
- School Age Ratio's adjustment
- Minutes to go to Tri affiliate drop box

Branding report webinar: Robin, Claire

- A packet to come out to BOD around branding expectations
- Color, fonts, and correct marker to be included in packet
- Clarie has just updated the social media image to meet branding requirements

11. Old Business

Board recruitment:

- Vacancies 3 member at large positions vacant
- Missy Odsather as one member at large

12. New Business

Adopting business's

- Introduces conversation of better supporting individual programs
- Annual program adoption system proposed
- Propose use of resources available in community and committee by adopting programs
- Potential borrowing system to assist with resources
- Program and Homecare provider annually
- AnneMarie and Fawn to collaborate on a plan moving forward

Web hosting bill

- Need to know which web hosting site is being used (Courtney with Brainy Yak Web Design)
- \$122.40 due NLT 6/15/2018 for web hosting
- Tricia to speak with Kourtney

HPIO Leadership Summit Representative

- Claire has been selected to travel, will work to ensure she is able to make the trip.

13. Adjourn 1126

Claire Faith

