

Meeting Agenda for February 9th, 2019 @ CTC, 7am

Attendance: Marcy, Claire, Bryanna, AnneMarie, MJ, Jerri, Taylor, Jessica, Robin, Riley, Mandi

Absent: Alfredo, Chanda

Guest: Erica Everett

Resignation accepted from Tricia

Call to Order: Claire at 7:14 AM

Approval of Agenda: Motion to change the order of agenda: move the working plan document discussion before conference planning. Riley motioned-sustained-passed with changes-AnneMarie.

Approval of January Minutes: Motion to approve-carried

Budget Report: Committee will meet after board meeting to catch up/discuss budget. Budget report will be sent out sometime next week in order to review for next meeting. MJ will report out at next meeting. Claire will proceed with last year's budget until new one is done and approved.

D&O: Insurance. Robin reports she did reach out to insurance company which payment is due at the end of February. Last year it was paid with credit card. Robin will check in with them.

Annual Audit: Robin worked on the annual audit for last year and she will send it in. The financials were reviewed. Will use same person as last year. Name?

Paid Position (Robin): Robin shared that three applications had come in for the paid position. Fawn Charles was only applicant who followed through with all three steps of the application process. We are in need of a bookkeeper. Claire "I think it is the president's job" regarding policies about paying staff to do bookkeeping for niaaeyc. It is NAEYC's intent to have a paid position for professional management. They are wanting niaaeyc to hire a professional management person. NAEYC=president will help them understand that we are making local decisions and that we need a bookkeeper. We cannot meet their model. Fawn=hire her to do fundraising for us?

MOA with FT Wainwright (Claire): Claire will edit MOU with Ft Wainwright and will send out by Monday for review. They agree to have people at conference yearly? Add into MOU if we cannot find specific presenters, they will send someone to present. They will not pay for us to have a presenter come.

Working Document (AnneMarie): Jerri will be making changes to the working document as needed. I have received the document. I will send out an updated copy asap.

Conference Planning (Claire/Riley): *Everyone broke into groups to discuss pieces of the planning.*

Art Show Update (Mandi): *Tricia will post a flyer on Facebook. Mandi shares that the event will be more family oriented with activities for children. \$5.00 suggested donation upon entry. A suggestion was to create a board of what we do for our community and early childhood education.*

Fundraising/Donation Update: *Donations for conference: baskets with book curriculum are in the planning process. We have about 100 classrooms to draw from.*

WOYC Update: *Committee is still in the planning process. Trees are needed. Stations will be around with activities for children and families. Committee asking for a budget.*

Website Update (Tricia): *Will need someone to train with Tricia in regards to the website. Claire will check in with Tricia regarding email for members on the website. President as no one to communicate with members.*

Google Docs/Websharing documents?

-donations/working document/minutes/agendas/bylaws/strategic plan/policy and procedures

Membership Update (AnneMarie): *238 members. The system has messed up. Long term members should be getting affiliate paid for. "Hello" website for more information. (I may be missing more information)*

Public Policy Update (Juneau-Claire & Riley & DC-Robin)

Tri-Affiliate Meeting (Claire & Riley): *If you have any questions you would like to have presented please get them in within the next week.*

Program Engagement Committee-Director Networking Event: *Claire, Riley, Jerri, Jessica, AnneMarie? Scheduled for April 9th at 11:30 at AnneMarie's home. Personal invite to all directors of early childhood programs. AnneMarie will collect a list of directors.*

Set March Meeting time & place: *CTC on March 9th at 7:00 AM*

Adjourn: *Jerri motion to adjourn. Riley second the motion. Adjourn at 8:53 AM.*