

Meeting Minutes for March 9th, 2019 @ CTC, 7am

*Attendance: Marcy, Claire, Bryanna, AnneMarie, MJ, Jerri, Taylor, Jessica, Robin, Mandi
Erika Gaskins, Chanda, Julie, Alfredo*

Absent: Riley

Guest:

Call to Order: Claire at 7:03 AM

Approval of Agenda: AnneMarie made a motion to add the nomination of Erika Gaskins to the agenda. Nomination was to add Erica to the board as the Digital Social Marketing Chair. Julie made first motion and then AnneMarie made the second motion. Motion was carried to add her to the agenda. A vote was made to appoint Erika Gaskins to the board as a member at large at the Digital Social Marketing Chair. Welcome Erika!

Approval of February Minutes: Motion to change the title of the February Meeting Minutes from agenda to minutes. Robin made the motion and AnneMarie approved. Motion was carried. Jerri did make the change.

Budget Report: MJ asked for receipts to be turned in at the beginning of the meeting in order to be reimbursed. Currently working on mock budget. Budget is pending on the answers from Ft. Wainwright regarding number of participants and quote of costs. "No way of knowing true numbers." Claire. Three months into the year and we do not have an approved budget. Robin will send out budget on Group Me. Looking at the program year calendar, the budget should go out in December for approval. Claire will send out the proposed draft of the budget within one week of meeting for comments.

D&O: Insurance. Paid. No report. We were under what we budgeted \$735.00 of \$1,000.00. Claire: next year put on calendar earlier because of comes to the P.O. Box late.

Annual Audit: Robin: the audit paperwork was sent to R.J. No follow up letter yet. Robin will check in with R.J. "Should we move the audit date from December to January?" Will review in December and amend in January if needed.

Paid Position (Robin): Nothing else from last meeting. Clair has someone interested in the position. "Can we change the job description to reflect for a bookkeeper?" We need a bookkeeper. Claire will edit the job description after AnneMarie call Gwen. Then decide to make changes. Where is I written about who calls NAEYC?

MOA with FT Wainwright (Claire): *Not much has changed in the MOA. They are paying for the membership but that can not be written in the MOA. Can say that staff from both Ft. WW and Ft. Greely will be attending with a count of about 200. MOA is valid for three years. The army leaders will help with the Week of the Young Child activities and with the art show. We are responsible for the planning and organizing the event. Budget will need to reflect the possibility of no follow through with FT. WW. Tricia has put up the early bird registration. As far as membership, suggest it is done at conference.*

Working Document (AnneMarie): *Review recruitment plan?*

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

Art Show Update (Mandi): *Supplies have been distributed out to programs along with materials, directions and fliers for programs to share with families. Art Show 5:00-8:00pm.*

Fundraising/Donation Update: *Bryanna will focus on donation letters out to possible donors. She wants/will create a spread sheet designed to show donors and what was donated.*

WOYC Update: *Ideas for activities have been planned. Budget was approved at \$350. Donation letter went out to Alaska Restaurant Supply. Super Saturday kick off is April 6th, 2019. Each day of the week an activity is planned. Military Day of the Young Child is April 13th, 2019. Claire will reach out to see if we can have a table. Julie will talk with pre-k classrooms for art.*

Website Update (Claire): *Tricia is waiting for Erika to come on board to learn. Bryanna wants to help with website?*

Google Docs/Websharing documents?

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

Membership Update (AnneMarie): *12 membership increase. @250 now.*

Public Policy Update (Juneau-Claire & Riley & DC-Robin) *Met with public policy members in Juneau and we saw Lebon, Hopkins, Coghill and Kawasaki. Assured us they are in support of early childhood education. We asked to keep budget as it with no decrease in funding. Thank you's will be sent out to legislatures.*

(Robin): *Washington D.C: The Alaska Early Childhood Education group working diligently on proclamations both state and country wide. Stepped up for the WOYC with language, work force, higher education and ACES. Jordan is now our liaison to legislature. Murkowski, Young and Sullivan plus their aides...we asked for \$5 billion in additional federal funding for CCDBG (child care development block grant).*

Report created by Robin in regards to grant will be sent out to board. Locally we are strengthening our presence in our community and state.

Tri-Affiliate Meeting (Claire & Riley): Claire: *We are having the same struggles on website as NAEYC. They are impressed with our Art Show fundraiser and with our MOA with the army. Southeast is still the smallest affiliate. Anchorage is losing their Ed. Leader. With SEED we will follow Anchorage's process. We are asking that conference presenters be registered in SEED. Riley would like to have open meeting on March 30, 2019 at River City Café for members to gather and talk about conference, share ideas about presenters etc.*

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 April Meeting time & place: *CTC on April 20th, 2019 at 7:00 AM*

Adjourn: *AnneMarie motion to adjourn meeting. Chanda second the motion. Motion was passes. Adjourned at 8:26 am.*