

Minutes  
FMC Community Empowerment Board  
2007 Annual Meeting  
July 16, 2007 – 5:30 p.m. Charles City Public Library

The meeting was called to order by Chair, Virgil Pickar, Jr. at 5:30 p.m. with the following board members answering roll call: Virgil Pickar, Jr., Kathy Herrick, Deb Freeman, Bob Marreel, Mark Knudsen, Anne Windolf, Bonnie Blake, Kae Courtney and Shannon Paulus. Board members absent were Elayne Werges, Amy Sauke, Leo Staudt and Lori Jost. It was determined that there was a quorum.

The agenda was reviewed. Motion to approve the agenda was made by Anne Windolf and seconded by Shannon Paulus. Vote taken: all ayes

The minutes of the 2006 Annual Meeting held on July 17, 2006 were reviewed. Since these minutes were already approved at a previous meeting, no formal board approval was needed at this time.

The minutes of May 29, 2007 were reviewed. It was moved by Bob Mareel and seconded by Bonnie Blake to approve the minutes. Vote taken: all ayes.

Board member Lori Jost joined the meeting at 5:40 p.m.

Board Chair commented on past fiscal year.

Gloria Carr, Fiscal Agent, presented the year-end FY07 financial report. After review, it moved by Shannon Paulus and seconded by Bob Mareel that the 2007 Fiscal Agent Financial Report be accepted.

Public comments were received by the Board:

Sue Loken, of the Learning Connection Program, presented a report on the past year's success of the Learning Connection Program in St. Ansgar. They served 59 children, 59 adults with 41 class opportunities. A survey taken with participants showed 100% parent satisfaction with the program, 95% of the children attending had a new learning experience, 81% of parents used information gained through the program and 91% of the parents gained parenting knowledge.

Sara Smoot, with Child Care Resource and Referral reported that Cori Martin, the CCRR Coordinator for the FMC Empowerment area has been on an extended leave due to health issues. The Waterloo office has been covering her duties.

Dianne Potraz, EAGLE Coordinator, reported that in the past year, she has attended 12 WIC clinics in the FMC area and passed out 563 literacy kits. She conducted 37 library programs and presented programs to parent groups such Our Kids Count and Learning Connections. EAGLE organized a bilingual program in Chickasaw

County with collaborative partners, which was a great success. This year EAGLE plans to collaborate with Lutheran Services to provide literacy kits with home visitations.

Karen Vanderlee, Executive Director of TLC – The Learning Center in Charles City shared with the Board that TLC is struggling financially to comply with the new minimum wage law. She expressed to the board her concern that TLC and the program Our Kids Count were discouraged from filing a Request for Proposal for funds from the 08 Fiscal Year and inquired about the screening process for new proposals. Laurie Kristiansen, Empowerment Coordinator, reported that RFP forms were posted on the FMC website, and were sent to both Our Kids Count and TLC – The Learning Center, but were not returned. During discussion, it was pointed out that subsidizing wages may not be an approved use of empowerment funds per the state guidelines. TLC could possibly access equipment grants, etc. that are within the guidelines that would assist them financially. Due to meeting time constraints, this matter will be revisited later with the lines of communication remaining open.

Gloria Carr, Fiscal Agent, presented the proposed Early Childhood FY2008 budget. After review, it was moved by Deb Freeman and seconded by Bonnie Blake that the Early Childhood 2008 budget be accepted and submitted to the state. Vote taken: All Ayes

Deb Freeman left the meeting at 6:40 p.m.

Gloria Carr presented the proposed School Ready FY2008 budget. After review, it was moved by Mark Knudsen and seconded by Bob Mareel that the School Ready 2008 budget be accepted and submitted to the state. Vote taken: All ayes

The Budget Committee has recommended a 3% cost of living wage increase for the FMC Empowerment Coordinator, Laurie Kristiansen. This is the same percentage of increase given to other Floyd County employees and would increase her hourly wage from \$16.64 to \$17.14, based on a 36 hour week. The Committee also recommended a change from hourly status to a salaried status to simplify the budget process and financial reporting. It was moved by Shannon Paulus and seconded by Bonnie Blake that the Empowerment Coordinator receive a 3% salary increase to be paid as a yearly salary of \$32, 086.00. Vote taken: All ayes

It was moved by Lori Jost and seconded by Bonnie Blake that Coordinator Laurie Kristiansen be paid \$2,676.00 for hours she has worked in FY 07 in excess of the 36-hour week she was paid. Vote taken: All Ayes

Shannon Paulus, Anne Windolf and Bonnie Blake were appointed to a committee to nominate candidates for board chair, vice-chair and secretary for the 2008 Fiscal Year.

Lori Jost and Mark Knudsen were appointed to a work committee to set preschool scholarship rates/materials for the 2008 school year. They will work with Rachel Connerly (Central Preschool Director), Sara Hoffman (St. John's Preschool Director), and Coordinator Kristiansen to determine rates and present their recommendations to the board for approval.

Coordinator Kristiansen reminded the board of the upcoming meeting dates:

Thursday August 16<sup>th</sup> – A walk-through of the FMC Empowerment Community Plan with the 3-year goals/strategies, conducted by Don Chaplain, UNI

Regular Empowerment Board meeting in September – to be determined by board

Redesignation meeting for the FMC Community Empowerment Area, Wednesday, October 10<sup>th</sup> – 1:30 to 3:00 p.m. The State will conduct a review of FMC 3-year community plan, annual report and redesignation materials. All Board Members and partners are strongly encouraged to attend.

It was moved by Bonnie Blake and seconded by Shannon Paulus that the 2007 Annual meeting be adjourned. Vote taken: All ayes. Meeting adjourned at 7:00 p.m.

Respectfully submitted,

Kathy Herrick,  
Secretary