**Full Board Meeting**

**March 5, 2013**

**Ramada Inn, Topeka, KS**

**GTM was available**

**Welcome – Joan Dunn**

Joan called the meeting to order at 11:10am.

Present: Joan Dunn, Callie Benton, Cammie Braden, Jacki Himpel, Donna Anderson, Barbara Goecke, Bobbi McClellan, Kevin Lunsford, LaNell Keeler, Shona Sherraden, Hilary Koehn, Mendy Howe, Barbara Inman, Nancy Keel, Janet Newton. Matt Morgan & Melissa Elliott attended the GTM.

**Minutes & Correspondence – Donna Anderson**

Regarding the Jan 22, 2013 minutes, Donna reported two additional corrections: 1)Cammie Braden was omitted from the absent list, and 2)added to the review of the budget the word “portion”. So the Jan 22 minutes would read as corrected: “The Budget was reviewed looking at the proposed budget without KELC Funds portion.” (Note: There were two budgets proposed at the fall meeting; one with KELC Funds continuing in 2013 and one without KELC Funding in 2013.)

Callie moved the minutes be approved. The motion was seconded and carried.

**Treasurer Report – Barbara Goecke**

Barbara will email profit and loss statement from last January 2012 to date to everyone. Gross profit was $87,334.60. Total expenses were $55,373.04 leaving a net income of $31,961.56.

KPATA’s current savings balance is $21,916.18

Bank checking acct 75,721.51

CD Balance 71,572.27

Total $169,209.96

Breastfeeding and BLOCK Fest expenses might look alarming but the funds have come from the KELC funds. The reports shared with the board were as suggested by Melissa Baker, KPATA’s accountant.

Joan suggested a report that would show us our budget and expenses (following the fiscal year). Callie wondered if the budget could be inputted into Quick Books to make a report clearer for the Board of Directors.

Kevin moved to approve the Treasurers Report. Bobbie seconded the motion. The motion carried.

GTM offered a special if we would sign up for a whole year. The savings would be over $20 per month. Donna moved that we pay for the year. Kevin seconded. Motion carried with a show of hands.

**Communications Update – Newsletter – Callie Benton**

Callie welcomes articles for the KPATA Newsletter if any board member(s) would care to write an article. Laura Kelly requested the personal interview. The Newsletter is limited space wise but Patty (web site designer) was able to put a link to KPATA if readers wanted more information.

KPATA would like more events on the KPATA calendar. LaNell asked about the Theresa Weigel article she had done and what happened to that. Nancy mentioned that it was on KPATA’s Facebook.

LaNell reports that Mail Chimp is not allowed by their school district.

Callie asked if the newest Newsletter was on the website. Matt will put in on the website.

**Executive Director Report – Nancy Keel**

Nancy submitted a written report. There were ten items that she has been involved with in the past three months (Dec, Jan, & Feb).

She explained who is represented on the School Readiness Coalition Leadership Team.

Barbara continues on Kansas Health. Cammie is continuing on KS Oral Health Advisory Council. Cammie reported that this group has not met for a while.

**Project Manager Report – Barbara Inman**

Barbara submitted a written report.

BLOCK Fest - Between training participants and BLOCK Fest participants over 5,000 people have been involved since we have started BLOCK Fest in Kansas. Melissa is planning a BLOCK Fest training in Baldwin City.

There was a discussion about payment for trainers. It is reasonable that the trainers expenses be covered. Several spoke in favor of having a system set up to have trainers submit expenses through KPATA similar to how KPATA handles ASQ trainings.

There was discussion to develop a policy for BLOCK Fest trainer payment and/or expenses for the trainer. Kevin moved that we model our BLOCK Fest trainings expense payment for trainers in a similar manner as we have handled ASQ trainings. Jacki seconded. Motion carried.

BREASTFEEDING

Barbara went to Paola and visited with them regarding their Breastfeeding group. Spring Hill & Louisburg will be participating with Paola.

Barbara is working on another grant to continue Breastfeeding support groups. Counties where this is a need or a group would like to begin, please let Barbara know ASAP. This information is needed in the grant application.

Most existing groups have two to ten people attending. These groups are open to anyone and are not limited to PAT families.

The Kansas Health Literacy Board meeting that Barbara was planning to attend will be rescheduled. It was canceled due to weather.

**ASQ-3 & ASQ:SE training – Joan Dunn**

There are two complete applications and one without the Superintendent’s letter of recommendation. The third letter of recommendation was received around 12:20pm, well after the extended deadline the applicant was given.

Donna moved that Cammie Braden and Chrisy Mai be the two applicants selected by the Board to attend and be our ASQ-3 & ASQ:SE trainers. It was seconded by LaNell. The motion carried. Callie did abstain due to her life long friend being one of the applicants.

**Lunch –** The meeting recessed for approx 30 minutes for lunch. Those in Topeka enjoyed the meal KPATA purchased at the Ramada Inn. The meeting reconvened at 1:35pm.

Donna moved that Gayle Anderson be our alternate trainer. The motion was seconded and carried. Callie Benton abstained.

**PAT Day 2013 – Jacki Himpel**

Please enter the east side of the Capitol. The blocks need to be unloaded before 7:30am. PAT speakers will be in the South wing, beginning at 8:40am. Plans are for Rep. Cassidy at 8:45, Sen. Kelly at 9:00. Doug Bowman (Infant Toddler) and April Bowman will also speak.

Bagels and water will be provided. Tissue boxes will be provided by the Topeka PAT parents as a visual reminder to give to Senators, Representatives and their Administrative Assistants.

BLOCK Fest will be running continually from 9 to 11 am. Bobbi McClellan & Topeka’s PAT program have invited Topeka to Manhattan area programs to participate during BLOCK Fest.

We will need volunteers to help unload and/or load blocks, watch for Panera’s delivery of the bagels and to distribute the tissue boxes.

There are talking points, KPATA’s handout for Representatives & Senators, and the 3 pages from State PAT office for PAT participants to use and or give out. Personal stories are particularly vital this year.

**Advocacy – Joan Dunn**

**Board Openings for 2013-14 – Joan Dunn**

We will need a President elect, Vice President, Treasurer, NE Regional Director, SC Regional Director, and NW Regional Director. Shona is willing to continue serving on the Board of Directors as the North West Regional Director. Joan asked that all be thinking of new persons to nominate and/or if any current Board member is ready to move into a new position.

**Break**

**Updates from State PAT Coordinator – Janet Newton**

Currently the proviso is removed from the House & Senates bill. It could be added again at any point as the bill continues through each branch of the legislature.

New renewal fees – there is a new PAT National Office pricing sheet. Janet distributed this and the Frequently Asked Questions. If there are extra funds this year, we may ask PAT National Office PAT to bill prior to June 30.

National PAT has a business plan and they are looking to be based on updated research. Scott has been listening to those in the field.

Janet thanked the Regional Directors for helping set up sites for the Feb-Mar Regional Training sites.

3 to 5 PAT training is coming. Gail Stuber has set standards for pre-K programs. Ziegler’s research that have PAT & the pre-K program have significantly narrowed the learning gap.

The New PAT Grant will be due the last Friday in April (26th). It will come out mid to late March. The grant will not be significantly different. The final question of the grant will be what has been implemented.

**Additional Items – Joan Dunn**

Facebook

Cammie stated we have 180 KPATA Facebook likes. We need activity which will give PAT more exposure. Please share & like KPATA’s Facebook page. This is a great tool to use for Action Alerts. Administrators for the KPATA Facebook page are: VP Jacki, Pres Elect Callie, KPATA Director Nancy, and Cammie.

Callie suggested having a Twitter KPATA page. She is willing to do this. Jacki moved that a KPATA Board member, Callie, establish a Twitter account. Mendy seconded. The motion carried.

Callie also suggested being on Linked In. Joan suggested an article about these social networks be in the next KPATA Newsletter.

Reimbursement - Nancy distributed the request for payment forms to the Board members.

Nancy also had KPATA membership forms and pens if needed.

**Next Full Board Meeting: June 25, 2013 at 1:30pm, GTM**

**Adjourn – Joan Dunn**

**Announcements:**

**NPAT Focus Group – 5:00-7:00 pm**

Bill Eastman –VP of Marketing and Communication will be here this evening.

National Conference will be in St Louis every other year. Alternate years will be in other cities. A conference is let for bids and that will largely determine the site.

Donna Anderson

KPATA Board Secretary