

KPATA - Full Board Meeting
September 16th, 2016 - 12:00 PM
Topeka Shawnee County Public Library

Hilary Koehn, acting President, called the meeting to order at 12:45 pm.

Members present included: Hilary Koehn, Stephanie Taylor, Keely Toman, Amanda McGuire, Shona Sherriden, Cindy Shriwise, Rebecca Clancy, Robyn Elder, Joan Dunn, Janet Newton, Rita Kancel, Brandy Kirk, Suzy Green, Nancy Keel, Leslie Sissel and Tracy Suhler.

Hilary welcomed everyone, especially the new board members which lead into discussion of the terms that each office holds. Regional Representatives and Officers serve 2-year terms. President Elect serves 2 years, then 2 years as the President and then 2 years as the Past President. The bi-laws are on the website which includes these details too. Regional Reps attend Full Board meetings and have discussions with their regions to determine if they will be the one that runs their regional meetings. Discussion also included the possibility of having regional reps give reports at Board meetings on the successes of their regional meetings. It was pointed out that programs that are on track for meeting all of the Essential Requirements come from strong regions that are meeting and conducting regularly scheduled regional meetings. Hilary also shared Robert's Rule for the conducting of our Board meeting to ease new members into the expectations for the day.

Hilary shared that her new role in Wichita has been positive, but with these new demands came the need to relinquish her role with KPATA.

Leslie Sissel read the minutes from our last Full Board meeting of June 15, 2015. Joan Dunn moved and Robyn Elder seconded the motion to approve the minutes. The motion carried.

Nancy Keel shared the profit/loss statement that Donna Trost had created and presented at the member meeting last night, 9/15/15. This statement shows a net loss of \$10,315. Nancy explained a few of those expenses: board insurance, the website is a monthly expense, mail chimp, Christina's pay, P.A.T. day (purchase of bagels and water). Nancy's check that is on this year's books was for last year's pay – it was a reissued check. She also noted that ALL registrations for our past conference this spring have been paid.

Rita made a motion, seconded by Amanda that Nancy's report be approved; the motion carried.

Leslie brought to the floor the need to discuss the removal of 2 checks that have not been reconciled from 2012 and a \$35 bank fee. Donna brought this to our attention last night for consideration today.

Tracy made a motion to remove the 2 checks and bank fee from the current reconciliation statements. Robyn seconded the motion and it carried.

Nancy gave a Legislative Report for 2015, this included email communication and action alerts. As a representative of KPATA she will be seeking a \$5000 Grant for Advocacy from PATNC. She also shared that as lobbyist, she and Callie have to register with the Secretary of State and turn in a report to that office every other month. The registration includes a \$5 badge fee along with an Annual Fee.

Nancy also shared that Adrian Foster, who works in the Governor's office for Latino Affairs, contacted her; Adrian has offered to co-host a day in January with Parents as Teachers. It would be a very low key, informational day for Parents as Teachers at the Capitol.

Joan moved, seconded by Cindy to give Nancy permission to follow-up with Adrian Foster. Motion carried.

The date of the future Joint Conference with Head Start and Child Care Aware to be held on May 3-5, 2017 was provided. This conference will be at the Ramada Inn in Topeka. The theme is Navigating the KS Early Learning Landscape. Members were asked last night if they would be interested in Co-chairing this event or serving on a committee. The co-chair would be paid for 30 hours of planning and 20 hours at the event. The need to include KAIMH and ask them to possibly join in was mentioned. Eric Bonn, Executive Director of KS Head Start is seeking sponsorships for the conference.

Amanda and Nancy shared about the KHF Grant that they submitted. The Grant was submitted yesterday, 9/15/15 with a request of \$21,408. The "winners" will be announced on November 18th, 2015 and funding would start January 1, 2016. Amanda and Nancy are hoping to have a train-the-trainers session in January and have these trainers then provide trainings for the different P.A.T. regions and WIC staff. They are budgeting to have 6 trainings offered and then a 7th one offered at the Joint Conference. This training would focus on helping parents recognize different infant cues. Amanda has had 20 parents attend her trainings and uses this program in her P.A.T. program.

With all the discussion of trainings and upcoming conferences, Janet reminded everyone of what KCCTO offers. They have several online trainings and we could possibly partner with them. There may be some upfront costs.

A survey monkey for training needs was talked about this morning at the Round Tables sessions.

Brandy Kirk shared that she and Lori Logan will be attending the PMCA event in Callie's absence to accept the award.

The idea of combining the Secretary/Treasurer position was tabled until our next meeting. This was an idea of Callie's and we need her input for any discussion. It was a general consensus that better communication/conversation needs to happen between outgoing and incoming officers. There was a reminder that "job" descriptions are on the website, but there may be a need for them to be updated? Again, this question will be tabled until our next meeting.

Hilary then moved us on to our next topic of Fundraising ideas. We had previously talked about selling kits or notebooks that would have several Group Connection ideas. Keely Toman shared an idea that their program facilitates each year. They call it "Little Sports" and invite the high school athletes to help work a station. They have 6 stations/activities, which also includes the high school's band members. Of course, musical instruments for the children are part of their event. Rita suggested that maybe we could create a Facebook Fundraising Event since so many people have turned to social media and utilize GoFundMe pages. She mentioned the possibility of allowing parents to donate in honor of their children. Joan passed around the table a copy of the letter that her district utilizes as a whole district when seeking fundraising assistance. Hilary mentioned that Wichita has a minimum of 30 minutes of Block play each week in their early childhood classrooms. Therefore, Tracy is working on a form that could possibly allow our Blockfest items to be contracted out. Nancy brought to our attention the mail-in fundraiser option that PATNC offers. Cindy shared the idea of producing and selling cookbooks. We could gather recipes from the parents and children that we serve and have the children draw pictures for the cookbook or have parents submit photographs. Possibly look into Grants that focus on nutrition. Nancy encouraged everyone to continue talking about fundraising ideas and that we really need to choose and begin on one soon.

Hilary prompted us all that if you shared an idea to please follow up with any research and be prepared to share at our next meeting.

A reminder of our meeting schedule was shared. The Executive Board meets monthly on GoToMeeting, usually the 3rd Friday of the month. The Full board meets quarterly, in person, with two of those times being at P.A.T. day at the Capitol and at the Annual Coordinator's Meeting.

Our next GoToMeeting is tentatively set for Friday, October 23rd at 1PM. We will wait for confirmation from Callie.

Robyn made a motion, seconded by Tracy that the meeting be adjourned. So moved at 3:05pm.

Respectfully submitted,

Leslie Sissel
KPATA Secretary