



Child Care Providers Coalition of Kansas Board Meeting Minutes

Name of Group: CCPC Retreat Board Meeting

Place: Airbnb Lecompton KS

Date: June 22nd 2019

Time: 10:15 am

Convener: Brenda Schoen, President

Submitted by: Carrie Griffin, acting Secretary

Meeting Minutes

Approved: _____

<p>Attendees: Brenda Schoen, President Angie Carnes, Vice President Carrie Griffin, Treasurer Dusty Davenport, Member at Large Terria Ashby, Member at Large Annette Kucia, Member at Large</p>	<p>Absent: Corinne Carr, Secretary Tammy Truex, Member at Large Stacy Hook, Member at Large Rita Headrick, Member at Large Nikki Simmons, Member at Large</p>
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Call to Order - Brenda Schoen, President 10:15 a.m.

Approval of Minutes:

Corrections: Dusty made a motion to add \$4 per person, we need to correct minutes from March 2019 to say "Add \$4 per person for snack."

Need to clarify that Tiffany paid Donna Loewen's conference, gas, and half of hotel room. Stacy hook paid for the other half. Robyn Kelton also contributed \$20.

Need to clarify: add a period after outreach. Training cost will be \$5 for members, \$15 for non members.

CCPC conference April 17th and 18th is a reminder, not a vote. It was decided in January 2019.

Carrie moved that we accept the corrections, Annette seconded. The motion passed.

Executive Reports:

President Brenda Schoen: We need to represent CCPC professionally. Board members need to be at meetings, and conference, and reply to emails punctually, preferably within 24 hours. Welcome new board members! Please everyone communicate with each other.

Vice President Angie Carnes: No report.

Secretary Tammy Truex: No report.

Treasurer Carrie Griffin: Carrie submitted written treasury reports. There is \$13,604.53 in the checking account. \$8,107.36 is allocated to the conference fund and \$5,497.17 in the general operating fund. The event profit and loss worksheet for the 2019 conference showed a net profit of \$1,808.93.

Terria moved that we work to have a \$12,000 cushion in the conference fund by 2021. Dusty seconded. The motion passed.



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Board of Administration

Committee Selection for April 17th and 18th, 2020 is as follows:

1. Website/Social Media Coordinator: Angie Carnes
2. Regional Professional Development & Affiliate Groups: Carrie Griffin, Emily Barnes
 - a. Region 1: Janine Foth
 - b. Region 2: Janine Foth
 - c. Region 3: Angie Carnes
 - d. Region 4: Stacy Hook
 - e. Region 5: Lacey Schoeneman
 - f. Region 6: Terria Ashby
3. Membership Secretary: Angie Carnes and Lacey Schoeneman
4. Advocacy: Emily Barnes
5. Newsletter: Terria Ashby
6. Professional Development Event & Conference Chair: Angie Carnes
 - a. Scholarship: Lacey Schoeneman
 - b. Certificates and Printing: Carrie Griffin
 - c. Registration: Carrie Griffin, Janine Foth
 1. Name Tags & Ribbons: Carrie Griffin
 - d. Donations & Raffles: Dusty Davenport, Annette Kucia
 - e. Conference Advertising & Sponsors: Emily Barnes
 1. T-Shirts: Janine Foth, Angie Carnes
 - f. Exhibits & Vendors: Stacy Hook
 - g. Presenter Hostess: Emily Barnes, Annette Kucia
 - h. Decorating: Janine Foth, Terria Ashby
 - i. Professional Development: Lacey Schoeneman
 1. Nominations: Lacey Schoeneman
 2. Hunter Award: Lacey Schoeneman
 3. Provider of the Year: Lacey Schoeneman
 4. Provider Appreciation: Angie Carnes
 - j. Keynote & workshops: Angie Carnes
 - k. Social: Annette Kucia
- 7: Historian: Tammy Truex, Annette Kucia

Brenda reviewed the responsibilities of the board with the group regarding accountability, communication, and other duties.

Angie moved that we start a scholarship fund, Terria seconded, motion passed.

Because the current president, Brenda Schoen's term is ending August 31st, 2019, Angie Carnes moved that the incoming president Terria Ashby be added as an authorized user as soon as possible to the Capitol Federal checking account ending in 8055. Dusty Davenport seconded the motion. The motion passed.

Angie moved that we ask Amy Nelson to be our keynote speaker. Terria seconded. The motion passed.



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Carrie moved that we use the conference theme Planting Seeds, Growing Dreams. Terria seconded. The motion passed.

Discussion was held on how to administer evaluations. Instead of individual evaluations for each class, we will print one page with areas for evaluating each workshop.

Meetings for the year were set as follows:

September 21 st , 2019	Wichita, KS location TBD
November 16 th , 2019	Wichita, KS location TBD
January 25 th , 2020	ZOOM meeting
March 7 th , 2020	Doubletree by Hilton, Lawrence, KS

Dusty moved that we adopt the following prices for our 2020 conference. Terria seconded, and the motion passed.

Members, Friday only:	\$25
Members, Saturday only:	\$50
Members, Full conference:	\$65
Non-Members, Friday only:	\$40
Non-Members, Saturday only:	\$75
Non-Members, Full conference:	\$100

It was decided that Friday, April 3rd is the deadline for ads and content for the program to be submitted.

Angie moved that we charge \$50 for non profit and for profit vendor tables at our 2020 conference. Terria seconded, and the motion passed.

The membership drive will be January 5th, 2020 to January 19th, 2020.
Registration early bird will be January 20th to January 31st.

Carrie moved that we adjourn the meeting at 6:04 pm. Terria seconded and the motion passed.

Carrie Griffin, Treasurer, Acting Secretary

June 25, 2019