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| Name of Group: | Child Care Provider Coalition of Kansas | Location: Wichita, KS |  |
| Date:  | July 31, 2021 | Time: 10:03am-5:48pm |  |
| Convener: | Angie Carnes  | Submitted by: Emily Barnes |  |
|  |  | Approved: |  |

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| Attendees | Collaborating Partners | Guests |
| X | Angie Carnes, President |  | Lannette Dumas, NAFCC (virtually) |
|  | Carrie Griffin, Vice President |  |  |
| X | Tiffany Mannes, Treasurer |  |  |
| X | Emily Barnes, Secretary |  |  |
| X | Alexis Amos, Member At Large |  |  |
| X | Julia Bardsley, Member At Large |  |  |
| X | Sarah Goertz, Member At Large |  |  |
| X | Laura Gunderson, Member At Large |  |  |
| X | Stacy Hook, Member At Large |  |  |
| X | Beth Kirk, Member At Large |  |  |
| X | Emily Welborne, Member At Large |  |  |
|  | Brenda Schoen, Past President |  |  |
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| **Motions Discussed and Voted Between Meetings:** |
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| **Discussion Topics Between Meetings, No Vote Required** |
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**Meeting Minutes**

**Call To Order- 10:03am**

**Approval of Past Meeting’s Minutes-** will occur through email

**Executive Reports-**

**President- No Report**

**Vice President-** No Report. Carrie will be resigning from the board. Angie Nominates Emily Barnes for the position. Tiffany moves to accept the nomination. Alexis Amos seconded. The motion carries.

**Treasurer-** Conference $13,462.89, General Fund $8694.15, Scholarship Fund $741.84, RPDP $686.05. General budget report in attached document. Insurance policy needs to be resinstated. Emily B will follow up with Carrie to get details about reinstating this.

**Secretary-** No Report. Angie nominates Laura G for secretary. Emily W moves to accept the nomination. Sarah seconds the motion. The motion carries.

**Collaborating Partners-** No reports. Angie invited Lannette Dumas from NAFCC to speak to the board.

**Board Of Administration-**

1. **Membership-** 183 Total Members, 71 Non renewals from 2020, 81 New Memberships Ideas to do more for providers: “REwards program”, Send a book to each member periodically through the year, Develop RPDP regions to build more localized support, Discount Codes to vendors throughout the year, Personal phone call to members?
2. **Advocacy-** Connect Tiffany and Emily W with Rec. Panel
	1. Follow up on the collab situations from Meghan Kluth
	2. What do you want to do for advocacy?
	3. Create a Kindergarten REadiness MOU with pediatricians assoc in KS
3. **Regional Professional Development-** Will be chaired by Sarah
	1. Need to clarify expectations of roles
	2. RPDP Policy-
		1. Discussed future policy creation for the committee’s operation to address issues such as reimbursement, lodging, travel expenses, etc.
	3. Build networking by connecting
		1. Region 1- NW KS/Colby/Hays (NEED A REP)
		2. Region 2- Salina/WAkefield- Emily W/Laura (East)
		3. Region 3- Manhattan/Jct City over to JOCO- Julia (West), Alexis/Beth (East)
		4. Region 4- Emporia down to SE corner (Stacy)
		5. Region 5- Wichita/Ark City- Sarah
		6. REgion 6- Garden City/Ulysses/Dodge- Stacy and Tiffany
	4. Region Rep Responsibility-
		1. Reach out to providers, CCR&Rs, CACFP Sponsors, Surveyors to inform about RPDP. Email and phone call
		2. Assess the need of the region- use surveys, phone calls, open ended questions
		3. Become familiar with venue locations and contacts- establish availability
		4. Put info learned on the CCPC Board Member page
		5. Standardized letters/emails from CCPC to people within the region. Always CC: the CCPC President email account
4. **Newsletter-**
5. **Social Media/Website-**
6. **Conference-** discussion held to plan the event. Conference 2022 will be held in hybrid format (Super Saturday in person event in each RPDP region with 6hrs offered. Sun-Thurs 2hr virtual class offered)
	1. **Conference Chair Report-**
		1. **Hotel & Catering-** N/A due to hybrid conference model
		2. **Keynote Speaker-** Options include Denita Dinger, Illuminating Care- Joanna, Kristen Peterson- Learning Wild, Sally Haught- Fairy Dust.
		3. **Workshops-** TBD, classes will be virtual format. Conference Schedule- Saturday- Super Saturday In Person Watch Party- 6hrs, Sunday- virtual session 2hrs, Monday-Tuesday- choice between 1 of 2 (Health and Safety will be offered), Wednesday- 1 class, Thursday- choice of 1 of 2 classes
		4. **Provider of the Year-** will make improvements to the process to streamline the documents. Expectations for the binder do not always match the rubric.
7. **Provider Appreciation-**Beth suggesting sending a monthly birthday card to members
	1. Start in Fall with a “Back to School” card
	2. Then with membership drive 2022 begin compiling birthdates in renewals
	3. Beth will begin pricing cards, etc.
	4. Current budget- $300
	5. Projected budget need for birthday cards- $100 for postage
	6. RPDP Get Together for Provider Appreciation, gift is given at the event.
		1. Breakfast bingo
8. **Board Officer Appointments-** Angie suggests that when an outgoing president’s term ends, that the transition should happen before retreat so that the new president plans the retreat, conference, and upcoming year
	1. President- Angie Carnes
	2. Vice President- Emily Barnes
	3. Treasurer- Tiffany Mannes
	4. Secretary- Laura Gunderson
	5. RPDP- Sarah Goertz(regions see above)
	6. Membership- Alexis Amos
	7. Advocacy- Emily Barnes
	8. Newsletter- Sarah Goertz
	9. PRovider Appreciation- Beth Kirk
	10. Conference- Angie Carnes
		1. Registration & Printing- Angie Carnes and Tiffany Mannes
		2. Advertising- Angie Carnes
		3. Donations/Swag Bags- Julia Bardsely...in coordination with each region rep
		4. Exhibits/Vendors- specific to each region rep
		5. Decoration- Laura Gunderson...in coordination with each region rep
		6. Board Nominations- Emily B
		7. POY- Stacy Hook
		8. Hunter Award- Tiffany Mannes
		9. Scholarship- (award 1 per region. Will be used toward cost of their food) Tiffany Mannes
		10. Book Fair- Angie Carnes
		11. Members Only Training- will be done at a different time than conference
9. **Old Business-**
10. **New Business-**

**Next Meeting Date-** September 11, 2021, 9:30am-3:00pm, in Emporia, KS, location TBA

**Meeting Adjournment-** 5:48pm

Respectfully Submitted on August 30, 2021,

Emily Barnes, Secretary

Child Care Providers Coalition of Kansas

*Please note that CCPC Minutes are to be kept confidential until approved and accepted by the board.*