



Child Care Providers Coalition of Kansas
Board Meeting Minutes

Name of Group: Child Care Provider Coalition of Kansas Location: Emporia

Date: July 29 2023 Time: 9:10a.m. – 5:58p.m.

Convener: Angie Carnes Submitted by: Laura Gunderson

Approved:

Attendees	Collaborating Partners	Guests
X Angie Carnes, President		
Emily Barnes, Vice President		
X Tiffany Mannes, Treasurer		
X Laura Gunderson, Secretary		
X Alexis Amos, Member At Large		
X Desiree Streight, Member At Large		
X Stacy Hook, Member At Large		
X Melissa Bowles, Member at Large		
X Beth Kirk, Member At Large		
X Emily Welborn, Member At Large		
X Annell Harmon, Member at Large		
X April Shuman, Member at Large		
X Christy Randall, Member at Large		
Paula Hicks, Member at Large		
Brenda Schoen, Past President		

Motions Discussed and Voted Between Meetings:

7/23/2023: Tiffany moves that the board nominates Laura Gunderson for Treasure for the 2023-24 fiscal year. Alexis seconds the motion. Motion carries.

7/23/2023: Tiffany moves that the board nominates Desiree Streight for Secretary for the 2023-24 fiscal year. Melissa seconds the motion. Motion carries.

7/25/2023: Beth moves that the board approves to spend \$200 on supplies to provide organizational binders to all executive board members and committee chairs. Desiree seconds the motion. Motion carries.



Child Care Providers Coalition of Kansas
Board Meeting Minutes

7/27/2023: Tiffany moves that the board approve May 2023 Board Meeting Minutes. Laura seconds the motion. Motion carries.

Discussion Topics Between Meetings, No Vote Required

Meeting Minutes

Call To Order- Angie calls the meeting to order at 9:10a.m.

Approval of Past Meeting's Minutes- see above

Executive Reports:

President- President talks about our goals for the upcoming year. We will continue to work on listening to each other.

Vice President - None

Treasurer- None

Secretary - None

Collaborating Partners- n/a

Notes about NAFCC



Child Care Providers Coalition of Kansas Board Meeting Minutes

- Quincy was HOT!
- Discussion was had about having a table at NAFCC in July 2024
 - Having shirts made for the board
 - Anyone interested in trying to present?
- Wonderful networking opportunity
- Melissa moves that CCPC hire Better Futures, LLC to help reorganize the board. Tiffany seconds the motion. Motion carries.
 - Tiffany will gather more information to move forward.

Board Of Administration-

1) Membership

- a) We represent a diverse group. As we share information, not all members will agree.
- b) Discussion is had about the benefits of membership. It is talked about adding a note on the website: connecting with other providers – find providers from around the state that are like minded.
- c) Discussion is had about creating a budget line for the monthly free membership trainings.
 - i) Desiree moves that we add a budget line for our free monthly membership training of \$1000 for the year. Annell seconds the motion. Motion carries
- d) Tiffany asks that anyone that may be interested in presenting a training, please get in touch with her. She would like to work on helping make that happen. Presenting a training in a regional group would also be great practice before NAFCC.
- e) Discussion is had about creating a QR code that potential members can scan when they visit a CCPC table. Angie will work on this.
- f) Angie will also be looking into using Microsoft Teams as a way for the board to communicate.

2) Advocacy-

- a) After a member attends a meeting, that member is responsible for taking notes and reporting back to the board within 7 days.
- b) Board discusses ways to get more board members to meetings. More board members are needed to help.
- c) Discussion is had about creating an “Advocacy Statement.” Using something simple.
 - i) Tiffany moves that: “We support regulations while striving for best practice” be adopted as our CCPC Advocacy statement. Melissa seconds. Motion carries.
- d) Angie is also looking for someone that will put on an advocacy training for CCPC members.



Child Care Providers Coalition of Kansas
Board Meeting Minutes

3) Regional Professional Development-

- a) Melissa suggests building up our regional groups or associations where members would be their own entity but still fall under CCPC.
- b) Desiree has created an extra Facebook Page where all board members can share information and distribute it to regional groups.
- c) Discussion is had about having a budget for regional events.
 - i) Desiree moves that CCPC create a budget line in the amount of \$50 annually for each RPDP group to utilize for networking events. Tiffany seconds the motion. Motion carries.
- d) Discussion is had about purchasing marketing materials for board members to take to events. Materials discussed include business cards, name tags, brochures/flyers, signage, and swag.
 - i) Tiffany moves that we add a budget line of \$800 to purchase marketing materials. Laura seconds the motion. Motion carries.

4) Newsletter-

- a) Alexis volunteers to take on this job.
- b) Desiree suggests that we add a “Regional Highlight.”
- c) Stacy suggests that we add a “Provider Spotlight.”

5) Social Media/Website-

- a) Melissa will write a blog post.
- b) Thanks to Angie for all the updates on the Website.

6) Provider Appreciation-

- a) Thank you Beth! The books seemed to be a huge hit.
- b) Beth mentions the hassle of shipping items to all providers of various weights. Will focus on getting all the same book. She will also look for other options to have the books metered.

7) CACFP

- a) Only 1 food program (Daycare Connection) got back to Beth.
- b) Beth reports food program representatives are fighting in congress for all providers to be in Teir 1. They advise all providers to just hang in there. They realize they didn’t make the deadline, but it is anticipated to come.
 - i) Daycare Connection is doing an all-day training event on Oct 28th. Beth Reeder will be one of their speakers. CCPC can have a table set up there and they will also allow us time to talk to everyone during introductions.
 - ii) Tiffany moves that we give away a CCPC Membership at the Daycare Connection training event. Melissa seconds. Motion carries.

8) Conference-



Child Care Providers Coalition of Kansas
Board Meeting Minutes

a) April Virtual

- i)** 2023 Professional Development Finance Report was given to board members. Total profit of \$7506.74
- ii)** Board members discuss the benefits of taking the zoom sessions off focus mode.
- iii)** Board members are asked to pass on information to Laura about any presenters they would like her to reach out to for one of our events.
- iv)** The board discussed leaving the virtual format like it was last year with 8 sessions, one on each Tuesdays and Thursday evening of the month of April.
- v)** Sign up will be available at end of meeting for board members to sign up for jobs.

b) Fall In Person Event

- i)** Laura asks board to help decide what elements will be present during the event.
 - (1)** Laura will book a hotel for Denita
 - (2)** Alexis will be our conference photographer
 - (3)** We will set up a picture area across from registration.
 - (4)** Pamper Station in the bathroom
 - (5)** Raffle Baskets – each board member will create a basket to be used as a raffle. Take pictures to post on social media before the event.
- ii)** We can get in to decorate Friday for the event. Anyone who is able is welcome.
- iii)** Union doors open at 7:00am on Saturday. Registration starts at 8:00. Denita starts at 9:00.
- iv)** Sudexo will be catering grab-and-go lunch style. Participants will be given 3 options when registering online.
- v)** Profit vendor tables are set at \$60 to cover the venue cost for the table and help cover the cost of the extra room.
- vi)** We will not charge non-profit vendors, covering the \$10 cost set by the venue.
- vii)** Stacy is in charge of vendors and will begin reaching out to them.

Old Business-

- 1.** Angie suggests creating a committee to help us get switched over to a 501c3. However, this will wait until after the meeting with Better Futures, LLC.
- 2.** Board members are given binders and a description of each chair's job duties.

New Business-



Child Care Providers Coalition of Kansas
Board Meeting Minutes

1. Discussion is had about changing the way CCPC runs provider of the year. Discussion is had about possibly not having just one provider of the year.
 - a. Tiffany moves that we add CCPC Family Child Care Educator Endorsement to qualify for Provider of the Year. Melissa seconds the motion. Motion carries.
 - i. Will announce it at the fall event.
 - ii. Books will be due by May 1st.
 - iii. By the next fall event, members will get to walk in recognition, we will announce provider of the year, and we will open up the next cycle.
 - iv. Board clarifies that the provider is endorsed, not the program.
2. Moving forward, board members will be given a mentor to help ask questions and reach out to for support.
3. Melissa will write an article for Child Care Aware's Kansas Child Magazine. The topic will be Achieving Quality Care Through Networking.
4. Tiffany votes that CCPC double the working budget for the Fall Keynote fee to be \$4000.00. Desiree seconds the motion. Motion carries.
5. Board discusses adding board meetings in between regularly scheduled Saturday meetings. The second Monday of the month will be used to meet up between meetings to update and discusses matters as a board.
6. Working better as a board
 - a. Before all meetings the president will ask for a report from each committee chair. Committee chairs will turn in a report before each scheduled meeting.

Next Meeting Date- August 14th.

Meeting Adjournment- 5:58p.m.

Respectfully Submitted on August 2nd, 2023.

Laura Gunderson, Secretary
Child Care Providers Coalition of Kansas

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