



Child Care Providers Coalition of Kansas  
Board Meeting Minutes

Name of Group: CCPC Board Meeting  
Date: November 2, 2019  
Convener: Terria Ashby, President

Place: Virtual Meeting  
Time: 9:30 am  
Submitted by: Carrie Griffin, Treasurer

**Meeting Minutes**

**Approved:** \_\_\_\_\_

<p><b>Attendees:</b>  Terria Ashby, President  Angie Carnes, Vice President  Tammy Truex, Secretary  Carrie Griffin, Treasurer  Dusty Davenport, Member at Large  Emily Barnes, Member at Large  Lacey Shoeneman, Member at Large  Janine Foth, Member at Large  Annette Kucia, Member at Large  Stacy Hook, Member at Large  Brenda Schoen, Past President</p> <p><b>Collaborating Partners:</b>  Reva Wywadis, Child Care Aware of Eastern KS</p>	<p><b>Absent:</b></p>
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**1. Call to Order –Terria Ashby, President at 9:58 a.m.**

Angie Carnes moved that we add Gina Blessing's board appointment to the September 21st minutes. Carrie seconded and the motion passed.

**2. Executive Reports:**

**President** Terria Ashby: No report

**Vice President** Angie Carnes: No report

**Treasurer** Carrie Griffin: There is \$10,922.87 in the checking account. \$8,107.36 is allocated to the conference fund and \$2,815.51 in the general operating fund. Since the last meeting on 9/21/19 the only expense was \$1,150.00 payable to West Bend Insurance for a General Liability policy and Directors & Officers Liability policy. There is currently \$95.88 in the PayPal holding account.

**Secretary** Tammy Truex: No report

**3. Collaborating Partners:**

Reva thanked the board for their hard work. She explained the new program that CCA of Eastern Kansas is implementing called "Successful Start" is targeting new family child care providers who have been licensed for less than six months. The program covers the 33 county area that CCA of Eastern Kansas serves and their goal for the pilot is to reach 25 providers. Each participant will receive four kits that will help them get organized, engage families, improve their interactions with children, and grow as a professional. Reva asked for the CCPC board's help to assist the participants in the last kit, growing as a professional. She requested that we could possibly: 1. Share tips from each board member to help a



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new provider be successful, 2. Consider offering each participant a complimentary CCPC membership for their first year, and 3. Offer a reduced rate for our annual conference. The board agreed to discuss it and let Reva know our decision soon.

#### 4. Board of Administration

**Conference Chair** Angie Carnes: For the conference banquet set up, the number of people at each large round table was changed from 10 to 8 to allow for a more comfortable seating pattern. Angie has engaged the help of Scholastic to have a book fair set up at conference.

**Vendor Chair** Stacy Hook: All vendor tables will be set up inside the banquet hall, and the hallway will be set up with tables for CCPC displays. Couches will be available in the hallway for visiting. There will be 27 total vendor tables available.

**Hostess** Annette Kucia & Emily Barnes: The hostess responsibilities will be divided into Presenter Hostess and Door Greeter. Annette will greet presenters and show them to their room and provide them with the internet login, presenter gifts, and anything they may need. Emily will greet attendees at the door and give them information and guide them to the registration desk.

**Decorations** Terria Ashby & Janine Foth: No news, they will seek inspiration on Pinterest.

**Scholarships** Lacey Shoeneman: The scholarship drive will begin Monday, Nov 4th with a T-shirt fundraiser through Bonfire.com. When we have money in the scholarship fund the board will determine how many scholarships will be travel vs. regular. On the scholarship application we will clearly define the question "Are you willing to help at conference?" to be more specific and less intimidating for scholarship applicants. We will have a donor wall at conference to thank those who contributed monetarily to the scholarship fund.

**Board Nominations** Lacey Shoeneman: On the membership application/renewal we will add a box to check if providers want to be more involved and potentially be a board member.

**Provider of the Year** Lacey Shoeneman: Lacey plans to spend breaks at conference at the Provider of the Year booth to answer questions that attendees may have about POY. She is also starting a Facebook group to help the POY nominees. She will make phone calls to the nominees to see if they'd like to accept, then send an email giving them two weeks to decide whether they will accept the nomination. She will not focus on revamping the rubric this year, but will redo it next year based on feedback she receives this year. She will ask professors at Butler CC to judge the portfolios.

**Advertising** Emily Barnes: Emily will make a clear list of which board member will contact each company. She will work on scripts, timelines, and planning. She attached a letter detailing her work with this.

**Advocacy** Emily Barnes: Emily attached a letter discussing her work as advocacy chair and an account of the Governor's Symposium she attended virtually on October 7th. Carrie Griffin attended a roundtable discussion and a brief summary of that event is also included in the attached letter.



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**Website** Angie Carnes: Members will receive a password for the member's only section via the newsletter. Holly from CCA and Robyn Kelton have agreed to contribute blog posts and all board members are encouraged to do so also. Angie will add L2Q to the resource section.

**Newsletter** Terria Ashby: Terria will add a shout out in January for the Keynote speaker and a teaser about her presentation. She will also call for Hunter award nominations.

**Membership** Angie Carnes: Membership drive will start again January 1st.

Returning for a moment to the suggestion made by Reva Wywadis, Carrie Griffin moved that CCPC partner with Child Care Aware of Eastern KS' pilot program called "Successful Start" and offer a free first year membership to each of the 25 providers in the pilot. They will, as members, also receive a discount to our conference and RPDP trainings. Emily Barnes seconded the motion. President Terria Ashby called for a vote and the motion passed.

**RPDP** Carrie Griffin: Several events are on the calendar for 2020. February 1st there will be a training in Ottawa, region 3. February 22nd there will be a training in Wichita, region 5. April 4th there will be a training in Colby, region 1. Every region rep was asked to put a date on the calendar for their region before conference to help with advertising. If any help is needed finding a location or presenters, Carrie would be glad to assist region reps with anything they need. All board members are encouraged to create trainings and get them approved.

Terria Ashby suggested that we look into getting a permanent subscription to "Go To Meeting" which is the platform that hosted this virtual meeting. The meetings can be recorded and posted to the website so that board members not in attendance can catch up on what they missed. Emily Barnes moved that CCPC set up a subscription to "Go To Meeting" provided that it costs less than \$150.00. Angie Carnes seconded the motion. President Terria Ashby called for discussion, then a vote. The motion passed.

The next meeting is set for January 25th. It will be a virtual meeting via Go To Meeting.

Brenda Schoen moved to adjourn the meeting, Janine Foth seconded. The meeting was concluded at 12:48 pm.

Submitted by Carrie Griffin, Treasurer

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