

Linn Benton Lincoln Early Learning Hub Governing Board Meeting Minutes

MEETING COMMENCED	2:00pm, February 5, 2015 Philomath City Hall
MEETING CALLED BY	Julie Manning and Bill Hall, Co-Chairs
GOVERNING BOARD MEMBERS PRESENT	Linell Wood, Jennifer Moore, Bill Hall, Rebecca Cohen (remotely), Maria Delapoer, Anne Peltier, Jeff Sneddon, Stephany Koehne, Guadalupe Diaz, Paul Smith, Jeff Davis, Julie Manning, Mary McKay, DeAnn Brown, Marco Benavides
VERSION	Final

Agenda topics

SPECIAL PRESENTATION	Theresa Jensen
Follow-up on Consensus Decision Making: discussion of purpose, high quality decisions, less polarization-isolation, working for the greater good, open process, criteria for review proposals, and "Where is the greatest potential?"	

COORDINATOR'S REPORT	Kristi May
Introduction of new Hub Coordinator, Kristi May	
LBL Early Learning Hub Updates:	
Contract with Oregon Department of Education	
Introduction of new Hub Staff members	
Healthy Beginnings Grant	
Identity Project: Introduction of Jeff Jimerson of Madison Avenue Collective	
Family Support Services Grant: Jerri Wolfe asked to clarify which agencies would be collaborating in Lincoln County Family Relief Nursery	
Hub Workgroups Update: Doodle poll will be going out to workgroup members to re-establish the groups and determine when the best times for meetings will be.	
Hub Website Update	
CONCLUSIONS	
Board requested that they be included on all Workgroup meeting emails	

DISCUSSION ITEMS	Legislative Agenda (Julie Manning)
Recap of Legislative Meeting attended by Hub members:	

Explanation of Governor's requested budget		
List of Primary Subcommittees		
Board members requested to contact (write/email) legislators that they know personally		
Samples of Marion County EL Hub literature		
Early Learning Coalition Strategy:		
Strategy Team		
Community Team		
ELD Support Team		
CONCLUSIONS		
Some Board members unable to comply because of agency restrictions		
Some Board members revealed a conflict of interest because lobbying for the EL Hub took money from their programs		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Board requested full list of legislators to review	Hub Staff	ASAP

DISCUSSION ITEMS	Open Board Positions (Bill Hall)	
Description of two vacant Governing Board positions for Benton County:		
Review of requirements for Board Members		
CONCLUSIONS		
Julie Manning suggested approaching Benton Community Foundation		
Guadalupe Diaz suggested approaching Casa Latinos		
Board agreed that these two groups should be approached		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Board requested that Board Opening notice be posted on website	Hub Staff	ASAP
Board requested that Board Opening notice be emailed to ListServ	Hub Staff	ASAP

DISCUSSION ITEMS	Governing Board Groups/Standing Committees (Kristi May)	
Discussion of three Standing Committees and which ones each Board Member has volunteered to be on:		
Leadership Team		
Fiscal Oversight Team		
Identity Team		
CONCLUSIONS		
Emails will be sent to the individual committee members with suggested meeting schedules		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Board requested that suggested meeting schedules be sent to individual committee members	Hub Staff	ASAP

PUBLIC COMMENT	Julie Manning	
Before opening the floor to public comment, the Board decided to create a policy for how public comment would be handled:		
Public comment at beginning or end of meetings?		
Public comment during individual agenda item that it pertains to?		
Allowing 3 minutes for each person to make their comments?		
Creating a 15-minute time limit for all public comment?		
Allowing open-ended public comment at the end of a meeting?		
Create a sign-up sheet, and public comment based on order on list?		
Board members discussed types of public comment systems they had experienced, and what they liked and didn't like		
Board Member, Rebecca Cohen, was on remote access and unable to express her opinion to the group, which is a vote for having public comment at the beginning of the meeting. Two reasons; 1) the citizen doesn't have to sit through an entire meeting if they don't want to or don't have the time, 2) Having heard the comment, the Board has an opportunity to address the citizen's concerns/comments later in the meeting if there are any actions needed on the part of the Board.		
CONCLUSIONS		
Board members voted to allow 3 minutes of public comment per person		
Board members were not in agreement about when public comment should be allowed during a meeting		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Board requested sample agendas to see how other agencies were handling this point	Hub Staff	ASAP

NEXT MEETING	Kristi May	
The Board was reminded that the Charter says that Governing Board Meeting will rotate between counties; however, there was discussion about having Board Meetings in the same place each time for consistency sake.		
The Board was informed that today's meeting was a "test run" of the Adobe Connect software and that we would attempt to have remote access at all upcoming meetings. Remote access and RSVP information are both available on the website.		
A vote was requested from the Board regarding how future agendas would be prepared and distributed to the Board prior to a Governing Board Meeting.		
CONCLUSIONS		
Board voted to reaffirm rotating counties for Governing Board Meetings.		
Board voted to meet in Lincoln County next month.		
Board voted that one week before a Board Meeting would be acceptable for receiving the upcoming meeting agenda.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Bill Hall volunteered to see if the Newport Library would be available for the Governing Board Meeting	Bill Hall	ASAP
Email will be sent out to the ListServ asking for information about conference room availability in the three counties	Hub Staff	ASAP

PUBLIC COMMENT	There was one person signed up to give public comment, but she was not in attendance when the Co-Chairs opened the floor to her. The person was contacted by Hub Staff after the meeting in regards to her request for public comment and she stated that she signed in as a participant on the public comment sign-in by mistake.
NEXT MEETING	Thursday, March 4, 2015. Location: TBD
MEETING ADJOURNED	4:00pm