

Linn Benton Lincoln Early Learning Hub Governing Board Meeting Minutes

MEETING COMMENCED	2:00pm, March 5, 2015 Lincoln County Commissioners Office
MEETING CALLED BY	Bill Hall, Co-Chair
GOVERNING BOARD MEMBERS PRESENT	Bill Hall, Rebecca Cohen, Jeff Davis, Stephany Koehne, Mary McKay, Jennifer Moore, Anne Peltier, Betsy Wilcox, Linell Wood, Carolina Amador, Guadalupe Diaz, DeAnn Brown, Maria Delapoer
VERSION	Final

Agenda topics

DISCUSSION ITEM	Review of February Meeting Minutes (Bill Hall)
	Review of policy on posting draft minutes
CONCLUSIONS	
	Board voted to approve February Meeting Minutes:
	Motion to pass – Rebecca Cohen
	Seconded – Anne Peltier

SPECIAL PRESENTATION	NW Health Foundation Grant Webinar (Lynn Hall)
	Brief description of NW Health Foundation Grant and what we are trying to accomplish
	An introductory PowerPoint Webinar has been created to explain the Healthy Beginnings + Healthy Communities Initiative
	Board members previewed the webinar, and Lynn went through each slide and gave explanations
	Board members had questions regarding:
	How stipends are being calculated
	How many were competing for implementation grant
CONCLUSIONS	
	Board members suggested upcoming events that might serve as a way to introduce the survey to families within their organizations: Newport Library, Strengthening Rural Families

COORDINATOR'S REPORT	Kristi May
	MOU between IHN-CCO and LBL Early Learning Hub - \$300,000 allocation to Hub
	New Hub Orientation and reporting tools / Early Learning Collaborative Meeting with Legislators
	Survey of Governing Board Members on early childhood topics – review of results

K-12 MOUs with Linn Benton Lincoln Superintendents
ABC House Celebrate Hope Event – April 8, 5:30-8:00pm, Albany, RSVP by March 25
Work Group Updates
Website updates – request for bios and photos for “Who we Are” page, adding work email addresses
Diagram of meeting schedule and reasoning for cycle
Healthy Families grant opportunity/RFP/Bidders Meeting – funding levels not given yet

DISCUSSION ITEM	Fiscal Oversight Committee (Anne Peltier & Jennifer Moore)
Recap of first Committee Meeting:	
What kinds of financial opportunities Hub Staff should be pursuing	
Presentation of current financials	
Planning to set fiscal policies	

DISCUSSION ITEM	Identity Work Group (Jeff Davis & LeAnne Trask)
Jeff discussed what the Madison Avenue Collective (MAC) is trying to accomplish, characteristics of the Hub, and what deliverables the Hub would be receiving	
Naming Exploration	
LeAnne discussed what requests we had made from MAC regarding our website: activities, meetings, handouts, Governing Board photos and bios, contact information, formatting, menu bars, button styles, etc.	

DISCUSSION ITEM	Discussion Items (Kristi May)
Legislative Contacts:	
Discussion of legislative contacts and meeting results	
Discussion of Senate Bill 213 – pulled up on screen and tried to review	
Talking points for legislator discussion	
Early Learning Council requesting letters to legislature and gave us templates for those letters	
Governing Board Nominees:	
Need to create a subcommittee to vet the four candidates for the Benton County Social and Human Services seat	
Discussed the nominee for Benton County Business seat, Paula Grace	
Governing Board Members not meeting expectations:	
Two parents are unable to participate due to conflicts with the scheduled time – we will need to review the process for nominating parents and how they are selected	
Charter says that Board members will be removed after missing three consecutive meetings	
One business person who hasn't met his commitment. Needs to be contacted	
Remote Access:	
Explanation of public and private remote access	
Private password and username sent to each GB member	
Basecamp Project Management:	

Explanation of what Basecamp can do for our Hub membership – too much paper tied up in hand-outs		
Next Board Meeting will be giving training		
CONCLUSIONS		
Board voted to have Rebecca Cohen and Stephany Koehne vet the four Benton County Social and Human Services candidates		
Board voted to accept Paula Grace for the BC Business seat		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Board requests that Rebecca Cohen and Stephany Koehne create an application form for future candidates to the Governing Board and set-up a process	Rebecca Cohen & Stephany Koehne	4/2/2015
Board requested that Hub Staff get a complete copy of Senate Bill 213 (with editing) so that it can be reviewed	Hub Staff	ASAP
Board requested that Kristi contact Tony Lewis and see if he is going to try to participate or if he wants to be removed	Kristi May	ASAP
Board requested that Hub Staff contact Paula Grace and welcome her to the Board	Kristi May	ASAP
Board members need to bring their laptops, phones, tablets, etc. to next meeting to receive Basecamp training	Board Members	4/2/2015

PUBLIC COMMENT	No members of the public were present
NEXT MEETING	Thursday, April 2, 2015, from 2-4:00pm at the LBL ESD Offices, 905 4 th Avenue SE, Albany, OR
MEETING ADJOURNED	3:50pm