

NevAEYC Board Meeting

November 14, 2007

Board Members Present: Betsy Fox, Christine Matiash, Catherine Lyons, Teresa Byington, Sue Turbow, Patti Oya, Crystal Swank, Margaret Oberg, Sherry Waugh

Student Member Section: Sara Coleman

Staff Present: Whitney Leathers and Kimber Craig

I. Opening: The meeting was opened by Catherine Lyons at 9:25.

II. Minutes from last meeting were approved once a quorum of members was present

III. Board Reports:

President:

a. Policies and Procedures: Christine and Betsy will allow everyone more time to look over new Policies and Procedures and Financial Policies for board evaluation. They asked that comments be sent by email by November 30th. Betsy reported that there may be changes to the Financial Policies after the audit. Catherine commented on a session she attended at the NAEYC conference in Chicago presented by Mark Ginsberg. He advised that affiliates should have a lawyer on retainer.

b. State Technical Assistant Document: Five points are left until August 30, 2008 - decision needs to be made how best to use them. Crystal noted that there is a need to find a way to service the listserv. It was decided not to automatically put new members on the listserv, but provide the info with an information card on how to sign up. It was suggested that a computer could be made available at the state conference to allow members to sign up on the listserv. Info on the availability and instruction how to do it could be mentioned in a brief announcement at lunch.

Some other choices for using the 5 points:

- Marketing piece: NAEYC would design layout from information we furnish and give advice such as how to organize exhibitors and sponsors- 10 hours of available help from staff

-Legal assistance

-Hotel contract negotiation advice

-Membership verification system

Board decided it would be useful to choose the marketing piece messaging materials (choice #13) and use for public policy. Six points are required for this choice, so one point would be taken from the 25 points cash to cover. Crystal asked for a motion to approve, Patti 2nd, all approved.

T.E.A.C.H. :

Whitney introduced Kimber Craig, her new assistant that arrived on Friday, to the board. Kimber has been reading manuals to become familiar with TEACH and has been helping with day to day busy work. Whitney reported that the Advisory Board met on November 4th and made progress toward changes to the Policies and Procedures manual to make them specific to Nevada. One change was to raise the bar, requiring a higher GPA to be eligible for TEACH scholarship. Whitney and Kimber will be attending a database training in North Carolina and have been promised that they will come back with the new database!

Treasurer:

Betsy passed out the 2008 proposed budget and noted that Professional Development has been changed to Educational Development, Other changes include lowering amount budgeted for board meetings. Line item "Communication" will be added in place of "Newsletter" Expenses listed as "Reserves" will be adjusted to adequately reflect changes. Betsy suggested that NevAEYC should consider choosing a special project that fits the mission of the organization to use \$5,000 available in Reserves. Some suggestions were scholarships and playground improvement. The finance committee will meet to discuss possibilities and bring suggestions back to the board. NAEYC requires a 50% reserve fund up to 6 months minimum. Betsy reported that she has money due the Student Member Section. She will mail to the Board of Regents, as required by UNR, and money for UNLV Student Member Section will be given through SNAEYC. There was mention that it was learned at the national conference that Florida uses an online conferencing service that could be useful for NevAEYC that includes online conference registration, listserv, etc. for \$150/month. This will be taken under consideration for 2008. Sue motioned to approve changes to the Budget report, Crystal 2nd, all approved. Betsy will make changes and prepare revised report for board. IRS update: they are still questioning whether NevAEYC should be considered a professional organization! Attorneys hired to submit letters validating NevAEYC eligibility for non-profit status mentioned possibility that NevAEYC would someday publish a children's book. IRS did not approve of this. Betsy faxed a statement to the IRS that indeed no children's book is planned. Betsy is optimistic that approval is expected soon.

Re- structure of T.E.A.C.H. : Patti reported that a plan is in progress to merge Apprenticeship Program and TEACH. With the merge, participants would still have the choice of pursuing a Child Development Specialist certificate from Apprenticeship. Program would offer one contact entity, one budget. Department of Labor requirements would have to be taken into consideration. The mentor component of Apprenticeship would have to be reevaluated, requiring more responsibilities since at this time more visits are conducted by Apprenticeship staff than TEACH. The merger is not public knowledge at this

point since care should be taken not to alarm Apprenticeship staff. There would be a greater benefit to participants with the merge. Other piece: TEACH contract with the state is up June 30, 2008. Decision needs to be made whether to apply for extension - probably has to be RFP'd again. NevAEYC would have to participate in the bidder's conference. Merge of two programs would add \$450,000 and aprx. 5 more staff. NevAEYC needs to decide how to organize it; Finance would do hiring. Details could be discussed in Personnel Committee or subcommittee to weigh pros and cons. RFP process would not start until January, 2008. Administrative costs can be up to 5% of funding. May be able to hire executive director with salary of aprx \$35,000. Management company could be employed to handle all or part of it. Crystal made a motion to pursue TEACH contract, 2nd by Sue; Patti, Betsy, and Christine abstained; all approved. Personnel committee will look at details including who will write proposal (Joanne Everts may be able to help). Sue Russell will be at the bidding conference and may be able to arrange to coincide with State Board meeting on January 16 in Las Vegas, which is scheduled to be a business meeting.

4. Board Report:

Public Policy: Need to finalize team members to attend the national public policy forum in February in Washington, D.C. and decide who pays expenses. The board decided RAEYC and SNAEYC will each pay for one member to attend, and NevAEYC will pay for the other three. Board discussion included suggestion that Whitney should attend as well as either Catherine and/or Christine and/or Peggy. Debbie Smith is planning to be there on other business, and should not be included in team of 5. It was noted that if a state does not have five to send, another state with more than five can use the other spot(s). It was decided that the list of team members from Nevada would be Margot Chappel, Lily England, Whitney Leathers, Stephanie Wyatt, and either Catherine or Christine. Denise Tanata could also be contacted to see if she would be interested in attending.

5. Conference:

Committee is in the process of coming up with new theme for sponsorship - no more frog! It was suggested that a theme be chosen that could be used from year to year, with a tier system for sponsor levels. One suggestion was "Friend" - \$1,000 sponsor, "Advocate" - \$4,000 sponsor, "Champion" - \$10,000 sponsor, and "Angel" - \$25,000 sponsor. Christine reported that the collaboration with ECCS has been difficult to deal with. She and Catherine will be meeting with Kyle, who is Marjorie Fanz-Weiss supervisor, along with Marjorie on November 15, about plans for the conference they plan to hold the day after the state conference ends in Las Vegas. Proposals for presenters are due by November 30th.

6. Committee Reports:

Accreditation - NevAEYC would like to award TMCC for achieving NAEYC accreditation. Some suggestions made were to give a commemorative

plaque; send lunch or a massage therapist to staff on site; and/or some sort of media announcement so that others not in the ECE would also be made aware of their accomplishment. Patti Oya will check whether TMCC is the first in Nevada to be accredited under the new NAEYC guidelines. Crystal will add an Accreditation page on the website.

-Completed DAP Surveys sent by Gwen Simmons of NAEYC are due back between November 30th and December 17th. Affiliate board have been asked to look at questions and decide together on answers. Latino Leadership questionnaire due back February 28th. These could each be distributed at trainings between now and then to get member input.

-The focus of the next Value of Membership Grant is expected to be Highly Professional Inclusive Organizations (HPIO)

-Roles and Functions report is due January 31, 2008. Strategic plans-which include mission, values, goals and objectives also due January 31st.

New Business:

Retreat - date has been changed to Sept. 18 and 19, 2008. It was suggested that retreat should include only those who are more familiar with AEYC board functions. Others in ECE community could be invited to a lunch to discuss goals. Evaluations received from this last retreat stated that majority didn't like food served, and missed chocolate! It was decided that questions on the evaluation should be changed to give more information about content of retreat.

Triathlon Vote: Christine reported that a friend asked if NevAEYC would be interested in acting as benefactor of a triathlon that will benefit children that is in the planning stage. The board would need to decide ahead of time what the money would be used for specifically, and would have to be sure that this would not be decided by another source. Sue made a motion to approve, Crystal 2nd, Christine abstained, all approved.

-Educational Development Committee Chairperson: It was brought to board attention that if Peggy wins her position as President of NevAEYC, a new committee chairperson would need to be recruited. Some possible candidates named were Tina Springmeyer and Alice LeDesma.

Crystal commented on some discussions held at conference about ECE and whether we are a profession or a field of professionals. This and other topics were discussed in a new format that could be considered for the state conference.

Meeting was adjourned at noon.

Respectfully submitted by Margaret Oberg.