**Kids and Company of Linn County**

**Board Meeting Minutes**

**July 20, 2023**

**CALL TO ORDER**: The meeting was called to order at 3:31 p.m.

**ROLL CALL**:

*Board members present:* Pat Smith, Kay Smith, Jennifer Meltzer, Jeff Kershaw, Terri Fackrell, Tory Ulrey

*Staff present:* Stephany Koehne, Julie Lovell, Kerri Godinez

*Board members absent*: Don Andrews,

**Guests:** Michael Kinsey, Kathy Wilson, Melissa Jeffers

**Welcome:** PY 22-23 Scholarship WinnerMelissa Jeffers introduced herself and shared her story.

**Public Comment:** none

**Agenda approval:**Kay moved to approve the agenda, Jennifer seconded. Motion passes.

**Consolidated Action:** Jennifer moved to approve the Consolidated Action items. Terri seconded. Motion passes

1. Board Minutes – May 2023 minutes were reviewed.
2. Policy Council Minutes – May 2023 minutes were reviewed.
3. Kids & Company Financial Report: Stephany shared the balance of $1,002.34.
4. Committee Updates –
   1. Scholarship Committee – no report
   2. Planning Committee – Stephany shared that yesterday’s meeting reviewed data and suggested recommendations for the board to review next month.
5. Agenda Additions– none

**FY 22 Audit presentation:** Singer Lewak representatives Michael Kinsey and Kathy Wilson shared the Fiscal Year 2022 Single Audit report. Kids & Company received an unmodified opinion for the Fiscal Year 2022 Single Audit report.

**HEAD START REPORTS:**

Monthly Program Report: None during summer furlough.

Executive Director’s Report/Correspondence (verbal): Stephany Koehne covered the correspondence received over the last two months and updated the Board on pending items. Stephany shared the details on the CLASS review. The language regarding masking was finally removed from official documents. We had a drop in our mod rate for SAIF dropping our premium. The State of Oregon modified the OPK standards because of a House Bill that was passed late in the year and the ELD(DELC) met to clarify the situation. We did not have our funding reduced but $41.5M will be reduced statewide. We have formed a partnership with Young Roots of Oregon to develop a classroom in Periwinkle Plaza of Albany. There will be dual enrollment for the students will be implemented to provide seamless care for them. Hewlett Packard wants to have conversation regarding having us be the administrator for a child care center (not a Head Start service) on their campus.

Kidco 0-5 Program Financial Reports:.

Kerri presented the May 2023 Financial Reports.

*Action Item*: Terri moved to approve the May 2023 Financial Reports, Jennifer seconded the motion. Motion passes.

Kerri reviewed the May 2023 General Journal entries for the board.

*Action Item*: Kay moved to approve the May 2023 General Journal entries, Terri seconded the motion. Motion passes.

Credit Card Review Docu-sign form: Pat reviewed the June & July credit card statements. *Action Item*: Terri moved to approve the credit card review as presented, Torey seconded the motion. Motion passes.

**OLD BUSINESS:** n/a

**NEW BUSINESS:**

FY 22 Audit Approval:

*Action Item*: Terri moved to approve the Fiscal Year 2022 Audit, Jennifer seconded the motion. Motion passes

OPK Grant Agreement: Stephany shared the OPK grant with the same slots and funding levels. Because there was not a funding increase, the budget will be adjusted due to cost increases.

FY 23 Federal Continuation Grant discussion with program model changes: Because 90% of our families do not want part day services, we are asking to reduce the number of classrooms to accommodate extended day services. There is a remote chance, due to a minority bill on the table, that there could be a funding reduction at the Federal level.

**ANNOUNCEMENTS:** Kay and Pat will be on vacation in September.

**Credit Card Review:** August 2023 - Kay

**Next Scheduled Meeting:** The next scheduled meeting will be August 24th, 2023, at 3:30 pm.

**ADJOURNMENT**: The meeting was adjourned at 5:02 pm