

IHSA BOARD MEETING July 17, 2024

Members Present: Denise Tapscott, Taylor Wilson, Carrie Sodders, Meghan Judisch, Matthew LeClere, Danni Segebart, Cindy Davis (left early), Tonya Weber, Alyssa Caldbeck, Robert Welch (left early), Sharon Burke

Ad Hoc Members Present: Lori Ferris

Guests: Brenda Spurgeon

Members Absent: Gina Randall

Public Forum: None in attendance.

Meeting called to order by Sharon Burke at 10:02 AM. Mission read by Denise Tapscott.

Agenda Items	Agenda Item	Discussion/Action Taken/Task Assignment
Approval of Agenda		Danni Segebart moved to approve the Agenda. Cindy Davis seconded. Motion carried.
Approval of Minutes		Carrie Sodders moved to approve the Minutes. Matthew LeClere seconded. Motion carried.
Partner Reports	T/TA	Brenda Spurgeon reported T/TA new contract year began July 1. Professional Development starting as early as October. Will get back to us about being involved in Sept Networking as they're beginning a new system for requests.
	ICAA	Cindy Davis reported the ICAA Conference is next week. Clarence Small will be receiving an award. Encouraged us to think on advocacy topics.
	Region VII Head Start Association	Tonya Weber reported there was a letter & check being sent to IHSA, giving back 5% of the all Iowa attendees' admission from the summer Region VII Conference, which is intended to help offset the cost of increased membership dues. Preparation occurring for Fall Caucus.
	NHSA	Lori reported that NHSA is preparing for upcoming NPRM changes. Encourages involvement in their workshop series. Lori will attend the July 29-Aug 1 NHSA association meeting.
	HSSCO	Lori shared HSSCO report due to Monica Garner being unable to be present.
Treasurer's Report	Fiscal Report	Matthew reported the finance committee met last week and reviewed the budget from last year and projected budget for this year. Budget is in good shape. Recommended looking at another \$25,000 CD to decrease the cash on hand within budget. Matthew LeClere made a motion to approve the Fiscal Report. Meghan Judisch seconded it. Motion carried.
Strategic Plan	Strategic Plan Review - Update as needed for FY25	See Strategic Plan. Lori Ferris reviewed all goals aloud. Board recommended we wait to seek the Governor's Proclamation until October 2025, starting to work on the request in January 2025, in hopes that the signing can be in person with media coverage for Head Start's 60 th birthday year. Conversation started around the possibility of looking into hiring a training coordinator, administrative assistant, or interim/practicum student to assist with increase of events and time consuming tasks for Executive Director. Lori stated at this time she was getting busier with growing budget and tasks, however, she can handle current workload. Tonya Weber made a motion to approve the Strategic Plan. Robert Welch seconded it. Motion carried.
Executive Director Rept	Executive Director Report	See Executive Director Report

Committee Reports	<p>Statewide Service Committee</p> <p>Education Committee – review FY25 PD Calendar</p> <p>Planning – Annual Fall Meeting 11.8.24</p> <p>Marketing</p>	<p>Lori reviewed the Statewide Service Committee Report with the Board.</p> <p>Lori reviewed the FY25 PD calendar with the Board.</p> <p>Lori asked the Board for input on two Fall Conference speaker options. With board recommendation, Lori will speak with Mitch Factor about lowering his price. The Board recommended searching for another speaker option for the Spring Conference.</p> <p>Meghan Judisch reported that t-shirt designs were the main focus of the recent Marketing Committee meeting. Lori asked the Board their opinion on the font utilized for the t-shirts. Lori asked the Board’s opinion on swag gifts this year for our Conferences. Consumables (notepad, snacks) were recommended.</p>
Old Business	<p>Open Board position – Friend – nomination</p> <p>Board Member – nominations</p>	<p>Sharon Burke nominated Ashley Otte from Iowa AEYC to fulfill the open Board position, resulting from Alyssa Caldbeck’s resignation from the Board. Tonya Weber moved to approve Ashley Otte to finish the open Board position (Friend) with term ending 9/30/25. Danni Segebart seconded it. Motion carried.</p> <p>Lori Ferris reported Board Member nominations are open and some staff have mentioned interest.</p>
New Business	<p>Executive Director – contract renewal</p> <p>Budget FY25</p> <p>Board votes via email – 6/17 order tshirts, Pay Engler Invoice, Pass</p>	<p>Matt LeClere reported the Finance Committee recently reviewed the executive director’s contract. No changes were made. Matt LeClere moved to approve the Executive Director contract renewal. Denise Tapscott seconded it. Motion carried.</p> <p>Matt LeClere reported on the budget projections for FY25. Matt explained the Finance Committee’s decision to move the excess \$60 into miscellaneous spending for a zero-sum budget. Matt LeClere made a motion to accept the proposed Budget FY15. Carrie Soddors seconded it. Motion carried.</p> <p>Lori reported the recent board vote via email passed.</p>
Agency Messages	Upcoming PD/Networking, Annual Fall Meeting, Board Nominations	Lori reported she’s continuing to promote the upcoming professional development opportunities.
Next Meeting	<p>September 18, 2024 – 10am-3pm – in person with virtual option</p> <p>FY25 Board Meeting Schedule proposed:</p> <p>-</p>	<p>Lori reported she’s not reserved space for the next meeting yet but looking into Iowa AEYC new building space – she will keep the board posted. Let Lori know if you cannot make it in person.</p> <p>Matt LeClere made a motion to approve the proposed board meeting schedule for FY25. Meghan Judisch seconded it. Motion carried.</p> <ul style="list-style-type: none"> - November 20, 2024 9AM-12PM (virtual) - January 22, 2025 9AM-12PM (virtual) - March 12, 2025 9AM-12PM (virtual) - May 14, 2025 10AM-3PM (in person with virtual option) - July 16, 2025 10AM-3PM (in person with virtual option) - September 17, 2025 10AM-3PM (in person with virtual option)
Adjourn		Meeting adjourned at 12:55 PM.

Submitted by Taylor Wilson, IHSA Board Secretary, on July 17, 2024.