

**4Cs Board of Directors Meeting  
September 28, 2010  
Notes**

**Board Members Present:** Renee Whitlock-Hemsouvanh, Katie Pierce , Christina Curry, Bob Sayers, Jo McCormick, Goretti Hamlin

**Board Members Absent:** Marcos Suarez, David Wattell, Tracy Johnson, Ari Hauptman, Urmi Shende, Wendy Sewell

**Staff Present:** Melanie Dodson, Maya Labourdette, Tina Paige, Mira Wonderwheel, Lara Magnusdottir

There was not a quorum at this meeting; therefore no action items were taken.

1. The meeting started at 6:09 pm.
2. Finance Report, Maya Labourdette:
  - Had Finance Committee meeting and 4Cs has begun accessing the line of credit. Additionally, First 5 loans are available, so between the reserve accounts, Stage 2 augmentations, credit lines and First 5 loans, 4Cs should remain in operation through November. We have verbally reported this information to all staff.
  - First 5 loans are interest free and require that they are paid back within 15 days of receipt of augmentation payments.
  - There is a spending freeze on all non-essential expenses.
  - The plan is to review and adopt the FY 2010-2011 Budget at the October Board Meeting.
  - FY 2009-2010 actual year end loss is a little better than budgeted – we did use reserve accounts and centers earned more than anticipated.
  - Financial audit is in process. The auditor will make a presentation at the next Finance Committee meeting on Oct. 21 at 5:15 pm – all board members are welcome to attend.
3. Announcements, Renee Whitlock:
  - 4Cs Winter Celebration invitations were distributed – all board members are invited to attend. As in years past, the board is requested to help underwrite the cost of the event to reduce the expense to employees. This year the event will be on Nov. 19<sup>th</sup> at the Flamingo Hotel and the cost will only be \$10 per person. Board members are asked to donate \$85 each. Additionally, board members often donate gift baskets to the raffle (staff also make gift basket donations). Renee offered to purchase gift baskets from CostCo for board members and then the cost can be divided

– please let Renee know if you would like to do this before the Oct. Board Meeting.

- Community Care Licensing has adopted new policies due to a shortage of funding. One of the main impacts will be no new licenses given.

**4. Development Committee Report, Bob Sayers:**

- 4Cs Dine & Donate at Mary's Pizza on Summerfield Rd. is next Tuesday, Oct. 5<sup>th</sup>. We are encouraging co-workers to organize lunches at their place of employment and have Mary's delivered. If you are out of the delivery area, let Mira know and we can arrange a delivery.
- The next Dine & Donate event will be a Good Karma Lunch at Sizzling Tandoor on Saturday, Dec. 4<sup>th</sup>, 12-3pm.
- We have two new Change 4 Children donors and are still marketing this campaign.
- Relationship Culture – Mira will be sending Board Members invitations to attend upcoming Santa Rosa and Hispanic Chamber of Commerce events with the thought of building relationships between 4Cs and local business.

**5. Personnel Nominating Committee Report, Mira Wonderwheel:**

- Will hold election for Jocelyn Chapman via email.
- Who would be interested in attending a Board Orientation with Jocelyn? Jo, Christina & Katie expressed interest.

**6. Executive Director Report, Melanie Dodson:**

- Melanie is returning to work on Friday, Oct. 1<sup>st</sup>! She will be on site Mon., Tues., and Wed., and working on & off-site on Thurs. and Fri.
- Melanie has been working closely with First 5's Strategic Planning group that is reviewing their Strategic Plan based on the ongoing economic crisis. First 5 may be interested in matching state funds for subsidized infant toddler programs in Sonoma County as well as a potential 4Cs Family Child Care Network.

**7. Renee – because there is not a quorum, action items will be taken via email.**

**8. R&R Presentation, Lara Magnusdottir:**

- Lara has been working with the Partnership For Children Campaign that will be hosting a Town Hall Meeting on Oct. 21<sup>st</sup> – all are invited to attend.
- Lara gave an overview of the R&R department – see attached handout.

**Meeting ended at 7:25 p.m.**

## **R&R – Resource and Referral**

Lara Magnusdottir, Director

- **Child Care referrals and resources to the public.** *All Staff*
  - Child care referrals and resources to families
  - Database of all licensed child care providers and unlicensed after-school programs in service area
  - Training for child care providers
  - Public education, community partnerships, outreach
- **Centralized Eligibility List (CEL).** *Lorie*
  - County-wide, state-mandated list of all families who are applying for subsidized child care
  - New applications and maintenance of families applying for child care subsidies
  - Support and training for CEL users
- **Child Care Initiative Project (CCIP).** *Sheila-Eng & Susy-Spa*
  - Training and support for prospective family child care providers to help them become licensed
  - Training and support for already licensed family child care providers
  - Two separate groups: English and Spanish
- **License-Exempt Provider Support (LEP).** *Martha*
  - Training, support and playgroups for license-exempt child care providers
  - Orientation Training for Voucher Program exempt providers
- **Resource Library.** *Sheila*
  - Provider use library free of charge, other members pay \$20 annual fee
  - Quarterly Resource Night where providers can utilize copier, die-cut machine and laminator along with Resource Library for fee.
- **Trustline.** *Priscilla*

Processing of background check applications for exempt providers, mostly from alternative payment programs. Clients from 4Cs, PaceApp, County of Sonoma.
- **Parent Voices.** *Jackie & Committee*

Parent Advocacy organization that rallies parents to influence legislators on issues involving children and child care.
- **Child Care Connection (C3).** *Luz*

A 4-year First-5 funded program to improve the quality of family child care homes. Each year, 8 providers receive training, home visits, and support. 2010-2011 last program year
- **Health & Safety.** *Sheila*

Reimbursements to providers (centers and family child care) for CPR and First-Aid training.