

**CABARRUS PARTNERSHIP FOR CHILDREN
BOARD OF DIRECTOR'S MEETING
TUESDAY, April 28, 2020**

The Board of Directors of the Cabarrus Partnership for Children met on Tuesday, April 28, 2020, at 12:00 noon via Zoom meeting advertised on our website and in our newsletter. Board Chair Jackie Whitfield presided over the meeting.

These board members were present:

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| 1. Jackie Whitfield | Community/Faith Community/Advocate |
| 2. Karen Calhoun | Government |
| 3. Cheryl Kelling | Community/Advocate |
| 4. Rose Staples Deese | Community/Business/Attorney |
| 5. Waynett Taylor | Community/Education |
| 6. Jeanne Dixon | Community/Advocate |
| 7. Joseph Houston | Community/Business |
| 8. Dr. Rosolena Conroy | Community/Physician |

These board members were absent:

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|-----------------|----------------------------|
| 1. Steve Morris | Government |
| 2. Dr. Kim Kane | Community/Business/Dentist |

A quorum was present.

These staff members and guests were present: Ann Benfield, Ariel Ayers, Starla Hatley, Lauren Westin and contracted evaluator, Beth Gilbert.

Welcome, Introductions, Chair's Remarks:

Jackie Whitfield welcomed board members and thanked everyone for attending.

Approval of Agenda:

The Board unanimously approved the Agenda as presented for the meeting today.

Consent Agenda:

Consent Agenda items were emailed to board members prior to the meeting, including: Minutes of February 25, 2020 Board Meeting and the March and April ED Report.

Jeanne Dixon moved to accept the Consent Agenda items as presented.

2nd: Waynett Taylor

All were in favor.

Program Management Report:

Lauren Westin reported that each Fiscal Year the Partnership has to set a goal for total enrollments in Dolly Parton's Imagination Library from the inception of the program. In FY19-20 the goal was 8,500. Lauren reported that we have already hit that goal with two more months to go in the year. The current enrollment is 6,265 with 2,274 children having already graduated.

Lauren continued with the following reports regarding Smart Start Programming:

1. A few programs are still open and operating mostly as normal, those are the programs located within the Cabarrus Health Alliance
2. Most programming has had to come up with completely new ways to reach their target population.
 - a. Increased usage of phone and email communication
 - b. Utilization of Zoom and Skype to interact with families and observe teachers in classrooms where permitted

- c. Sharing videos, activities and resources with their participants as well as on the Partnership's website and social media platforms
- d. Created Facebook groups to allow participants to interact with each other and the providers.
3. The Partnership is having them track how they are spending their time in detail for monitoring purposes
4. The Partnership is also checking in at least bi-weekly for status reports from the providers.

Ann Benfield also reported that PAT has had particularly good success with doing virtual home visits and hopes that National PAT recognizes the successes and lets them continue on in some form after the pandemic.

Governance Committee Officers FY 20-22:

Ann Benfield reported that Jackie Whitfield is unable to serve as chair next year, Cheryl Kelling is unable to serve as secretary next year, and there are Board Members who will be cycling off the board. With that being said, NCPK has requested to know who the Partnership's slate of officers will be for the coming year. Waynett Taylor has volunteered to become the Board Chair, Joseph Houston has volunteered to stay on as Treasurer and Jeanne Dixon volunteered to become Secretary.

Jackie Whitfield moved to vote in Waynett Taylor as Board Chair, Joseph Houston remaining Treasurer and Jeanne Dixon as Secretary.

2nd: Rose Staples Deese

All were in favor.

Ann Benfield reminded everyone that the Governance Committee will need to meet to elect a Vice Chair, as well as four new board members before July 1st.

ACTION ITEM:

Finance Reports FY 19-20:

Ariel Ayers request the Re-Allocation of Smart Start Funds be moved to the Executive Committee in May because they don't have enough information right now from providers on what the Re-Allocation will need to look like. Several programs are having to come up with new ways to spend their money because they are not using money that was budgeted for in-person meetings.

Waynett Taylor made the motion to move the Re-Allocation to the May Executive Committee Meeting.

2nd: Jeanne Dixon

All were in favor.

Ariel Ayers then presented the financial reports for informational purposes only.

1. FY 19-20 SS Expenditure Report: Dental will be needing more funding as they have identified another child in need; Project Baby Reach and Public Education both have funding that can be moved to Dental; Reach Out and Read also needs funds for another book order. All programs are expected to have their proposed reversions turned in to Ariel by the second week of May.
2. FY 19-20 NCPK Expenditure Report: expecting to spend all funding due to the fact that April and May will be paid based on March's attendance reports and March was a mostly full month. Also, it was noted that only one program, as The Sunshine House, is currently serving 8 children of essential workers in their NCPK Classroom.
3. FY 19-20 Other Funds Report: The Partnership has also received in April \$10,000 from the Cabarrus Foundation of the Carolinas to purchase supplies for childcare centers and a \$500 from All Saints to use for COVID Relief.
 - Jackie reported that another \$2,000 check is on its way to provide an online Conscious Discipline Training for teachers that will be paid for by a grant from Dunford and overseen by Patricia Sehorn at the Partnership; Ann reported that so far 45 teachers from four centers have already signed up.
4. FY 20 SUN Budget: they are also using their funding currently, however they are unable to have in person meetings, but are still connecting virtually weekly. They currently have 8-10 participants and have begun holding monthly care coordination meetings.
5. Update on COVID19 Donations: Ann reported that \$8,808 worth of goods have been donated to the Partnership to assist childcare centers at this time.

School's Out Bash – June 6th:

Ann Benfield presented that the School's Out Bash will be cancelled this year due to COVID19 restrictions. She is working with Safe Kids Cabarrus to see if we can assist with and participate in their Safetypalooza, which they hope to hold the third Saturday in September.

Early Childhood Taskforce Report:

Jackie Whitfield presented that the Early Childhood Taskforce presented to the County Commissions on March 9th about childcare deserts and doing an ask to be included in the budget to support and have more certified teachers and administrators in the county. The County Commissioners were very pleased with the presentation and now they are just waiting to hear what will happen next.

Ann Benfield reported that 48% of childcare centers are currently closed and at this time we are not sure if they will reopen when this is all over. She and Waynett Taylor are developing a training module for Childcare Directors to train them on administrative responsibilities of running a small business, as most of them don't have budgets and don't track expenditures on a monthly basis and have spent every last dime trying to stay open and will not have the infrastructure to bring staff back on board when people go back to work and they need to accept more children.

Update on Office and Staff:

Ann Benfield reported that all of the Partnership staff has been working from home since March 16th and she is continually pleased and impressed with how much work the staff are getting done. She reported that many staff are working in capacities other than their normal jobs and doing such a wonderful job.

Waynett Taylor stated that Ann should really be congratulating herself as well because she has worked tirelessly to meet the need of the community and has put so much of her time, heart and passion into taking care of the community and her staff.

Meeting Adjourned:

With no further business, Waynette Taylor moved to adjourn the meeting.

2nd: Jeanne Dixon

All were in favor and the meeting was adjourned at 12:57 p.m.

Next Meeting:

Board Meeting: Tuesday, June 23, 2020 at 12:00 p.m. at All Saints in the Community Room – Possibly NCPC
Board Training (Wren)

Executive Committee: May 26, 2020 at 8:00 a.m. at Ellie's on Union Street, if not on Zoom

Respectfully submitted,

Lauren Westin