# Cheyenne, Kiowa, Lincoln County Early Childhood Council
# Council and Board of Directors Meeting Minutes




**June 2, 2025 / 1:06 PM**

**CKLECC Board Meeting**

**ATTENDEES:**

In-Person: Dennis Pearson (Board Chair/Director Kiowa County DHS); Julie Witt (Council Coordinator); Lora White (CKLECC Admin. Assistant); Haley Leonard (CKLECC Financial Manager); Heather Randolph (Baby Bear Hugs); Cindy Ferree (Director LCDC); Autumn Lorenson (Financial Manager LCDC)

Zoom: Kathleen Bither (Kiowa County DSS); Lisa Thomas (About F.A.C.E.); Luci Reimer (Previous Board Member); Katie Zipperer (Limon Memorial Library); Rosalind Smith (The Cornerstone Resource Center); Sharon Mauch (About F.A.C.E)

Absent Board Members: Amber Smelker (Parent/Treasurer); Autumn Pelton (Cheyenne County Communities that Care); Robbin Schincke (Morgan Community College); Shannon Harrell (Centennial Mental Health); Kailey Meardon (Valley Wide Health Systems);

**MEETING CALLED BY:**

Dennis Pearson (Board Chair/ Director Kiowa County DHS)

**BOARD MEETING AGENDA**.

**April Meeting Minutes - Dennis Pearson**

- Heather motioned to approve the minutes as presented and Kathleen seconded. The motion carried.

## LCO/UPK Updates - Julie Witt

- Julie reports that there have been some changes to the provider agreement language in regard to charging fees outside of UPK. Providers are working to see if they approve of the new language and then agreements will be sent out on June 15th.
- Cheyenne Wells preschool will be offering 2 sessions for the upcoming school year. Julie will clarify if it allows for full day care or just 2 part day options.
- We were assigned a new UPK Rep for our area and were given back to Caitlyn Russel as our regional representative.
- We will continue to remind families to apply online so they are enrolled before the initial payments for the year are made.
- There are still no answers regarding 3 year old funding. It sounds like it will possibly switch to monthly payments based on current 3 year old enrollment rather than the historical allowance as was previously done.

## Coordinator Report- Julie Witt

- Julie shared that our training day was a success with 12 providers in attendance (1 from Washington County). Providers received 6 hours of credit for attending.
- We attended a career fair at Limon High School and Jamie Hochendal from MCC's early childhood program was able to join us. There were 4 high schools in attendance, and we felt like we peaked some interest at Limon High School for all of the new ECE programs being offered by MCC.
- Julie and Lora are planning to participate in two MCC courses to complete a mentorship certificate. Lora is currently enrolled, and the cost was covered by an ECCLA scholarship. Julie is checking into other scholarship options as she is not eligible for the ECCLA one. Lisa suggested that Julie take the classes as they tie directly to our work of creating more ECE workforce. Heather agreed and Haley confirmed that there is plenty of funding available to spend.
- Julie shared that the babysitting classes will be held this coming week in Eads, Cheyenne Wells and Limon. We have 5 registered for Eads, 8 for Cheyenne

Wells and 9 for Limon. We changed the Limon class from Wednesday to Thursday so that Lora and Julie could be available to help Candie.

- Our Buell site visit is scheduled for June 24th at 10:00
- Karval Preschool Backpacks for students transitioning to Kindergarten were delivered last month.
- For provider appreciation we gave out flowers, mug rugs and mugs as gifts.
- Lora shared that the diaper bank is going well, and numbers are staying consistent. The texting app has not been working as well so she hopes to figure out what is going on with it, but changes may need made.
- Julie will not be doing the UPK update calls for June and July but will send out any updates needed via email.
- We have also been invited to participate in a few meetings with the Lincoln County Housing Committee. There have been conversations about affordable housing backed child care solutions. We are excited to see where this project goes.
- Julie shared the mural design for the Lincoln County mural and everyone on the board approved.

## Coaches Report- Julie Witt for Carole Spady

- Coaching is complete for all participating programs and QI spenddown is done.
- Carole attended the ECCLA meeting in Palisade, CO in May.
- The home provider in Hugo is now a level 2 and will apply for QI coaching on July 1st.

## FFN Report- Julie Witt for Candie Chamberlain

- Candie is still distributing 7 bags per month over the summer.
- The ECHO training with the $950 grant was a success but now there is an issue in coordinating the relationship between ECHO and Lakeshore on the spending process. Hopefully it will be resolved in the next few weeks and the providers who attended are able to spend their funds.

## Child Care Updates- Julie Witt

- Kayla Buchanan is planning to open her center in Kit Carson in August. She is requesting assistance in paying for background checks and college course tuition for potential staff. Julie has sent her our scholarship applications, but they have not yet been returned. We will have to do some thinking on how we intend to disperse the funding received as a donation from CLLC.
- Shannon Hill applied for the ECCLA Home Facilities assistance grant to finish updates to her home to meet the final requirements for licensing. She should know this month if she received it.

## Council Updates

- None

## Board Member Election- Dennis

- Lisa motioned to approve Autumn Lorenson's appointment to the board and Heather seconded. The motion carried.
- Lisa motioned approving Katie Zipperer's appointment to the board upon receipt of a letter of interest and Heather seconded. The motion carried.
- Lisa motioned to approve Sharon Mauch's appointment to the board upon receipt of a letter of interest and Kathleen seconded. The motion carried.
- Haley suggested we reach out to Jane Tallman to cover the local government portion of the board and Julie mentioned we might also reach out to Terry Jaques as a Lincoln County Commissioner.

## May Board Meeting  Minutes - Dennis Pearson

- Heather motioned to approve the minutes as presented and Lisa seconded. The motion carried.

## Financials- Haley Leonard

- Haley provided the Check Detail Report for May. Checks included – QuickBooks Payroll Service, Colorado State Treasurer, Kaplan for QI Orders, School Specialty for QI Orders, payroll and mileage for staff, Cheyenne Wells Grocery, Crow's Stop and Shop, Katie's Korner, Kit Carson Mini Mart, Osborne's

Supermarket, Cheyenne Wells Grocery, and Stop ‘n’ Shop Supermarket for the food program, Stop & Shop for rent and utilities, Cheyenne Wells School for diaper bank room rental, First National Bank of Omaha

- Monthly expenditures by funding source were as follows: BUELL $440.65, CCRR $213.33, CSQI $3,280.84, FHCN $2,002.19, GAE CO Shines $0, LCO/UPK $2,759.51, LCDHS $0, SB $4,430.44, totaling $13,126.96.
- The Deposit Detail Report showed 2 deposits: GAE, CCR&R, FCCH Nav, CO Shines, and Systems Building for $19,332.10 and LCDHS for $190.69.
- The Balance Sheet showed $122,719.26 for May and $121,256.45 for April.
- The Expenditure Spreadsheet showing funding left by source showed ECSB $12,163.85, CSQI $14,505.74, CCR&R $345.12, FCCH Nav. $8,558.46, Buell $17,389.37, LCDHS $18,773.00, LCO $12,882.36, Child Care Task Force Funding $23,527.04, ECB $4,614 for a total funding left of $105,109.90.

Autumn motioned to approve the financials as presented by Haley and Heather seconded. The motion carried.

## End of Fiscal Year Spend Down - Julie Witt

- Julie reported that after our usual expenses and payroll we will have nearly $24,000 to spend down. We have many things on the list of expenses such as books, updating to QuickBooks online, diaper bank tote bags, electronic signage, a computer for Candie, scholarships, website updates, the lift rental for the mural, an increase in the food program payments for home providers for the summer months, movie sponsorships and advertising, mural payment and promotional items for pool events, movie events and the diaper bank.

## Election of Officers - Dennis Pearson

- Amber Smelker will remain as Treasurer
- Lisa Thomas will remain as Secretary
- Heather Randolph will serve as Board Chair
- Autumn Lorenson will serve as Vice Chair
- Kathleen made a motion to approve the board officers as proposed and Lisa seconded. The motion carried.

**The next board meeting is scheduled for July 7th @ 1:00 p.m.**

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CKLECC Board Secretary Signature

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Date