

Kids Central Incorporated Board of Directors Meeting February 19, 2013

The Board of Directors of Kids Central Incorporated met Tuesday, February 15, 2013 at Kids Central's Administration Office. Will Sturgill, President, called the meeting to order at 11:00 a.m.

Board Members present: Teresa Adkins, Karen Davis, Bill Dotson, Mary Hagy, Edward Hutchinson, Ronald Kendrick, Sister Bernie Kenny, Fred Luntsford, Shirley Rogers, Will Sturgill, Thomas Williams, and David Yates.

Staff present: Darrell Edwards, Paula Bates, Mary Collins, Terry Gentry, Tammy Mullins, Christy Fleming, Lisa Bentley, Lindsey Sturgill, Misty Hill, Leslie Graves, and Sandra Harvey

Workers Compensation and Business Insurance

Mr. Williard from BB&T Presented the Board with information regarding our workers compensation experience mod rating. He explained that our current experience mod is caused by three (3) high cost accidents. These three (3) claims make up one-half of our current premiums.

Mr. Williard stated that even though we were informed to pay our small claims out of pocket instead of having the insurance pay, this is not going to affect our experience mod. Small claims do not affect the overall picture. Instances such as this should be taken care of through client support with the agent. He seems to think that our experience mod should drop from 1.85 to 1.65 next year.

Mr. Williard contacted several companies to have them review our company and hopefully offer workers compensation cheaper than what we are currently paying; however, he could not find a carrier willing to take us. He reported that some companies may be willing if they can package workers compensation along with auto, liability, and property.

Christy Fleming stated that we can leave our current agent and our current carrier at any time. Packaged plans may provide an increased chance of getting coverage from another carrier.

Minutes:

Thomas Williams presented the minutes of the last Board meeting (January). There are two (2) changes to be made on page 3 in the section titled "next meeting". The addition of the word "be" between will and held, and February 13 should read February 19. With the above listed corrections, **Fred Luntsford made a motion to accept the minutes as presented. Edward Hutchinson seconded the motion. Motion carried.**

Finance Report

Christy Fleming presented members with the financial statements for January 2013, She reports that in January, we drew down \$351,800 of which \$159,000 was for payables and \$192,000 was for payroll. She stated that we are approximately 67% through our fiscal year and we are in a good financial position for this time of year.

We have been approved for a \$50,000 grant through USDA to purchase a new bus. We must match the amount. Christy will review our financial status in March to see if we will have enough funds to purchase a bus. If so, she will call and get quotes.

Sister Bernie Kenny made a motion to adopt the financial report as presented. Thomas Williams seconded the motion. Motion carried.

OLD BUSINESS

- Long Range Plan Audit. Darrell Edwards presented the Long Range Plan audit for year 1 of the plan. The audit is a report and update and was presented to Board members for consideration. The next edition of the Plan will be presented to the Board of Directors in November 2013 and will cover the years 2013-2018. The document presented to the board is for 2012 – 2017 and the audit covered the progress to date as viewed by the Senior Management Team. We are required to submit this document along with the refunding grant application which is due March 1, 2013. After review and discussion of this document, Fred Luntsford made a motion to approve the Long Range Plan and to accept the audit report. Shirley Rogers seconded the motion. Motion carried.

- 2013 – 2014 Grant Application. Christy Fleming KCI Comptroller reported that the total allocation amount for budget year 2013-2014 is the same as this current year. A budget workshop was held on January 22nd to seek input from the Policy Council and the Board of Directors on the budget categories, expenses for materials and supplies and personnel and to receive comments on changes to the budget. Fund categories were compared during this meeting and some questions arose and answered by our Comptroller and our Executive Director. Edward Hutchinson made a motion to approve the 2013 – 2014 Grant Application and request for funding and for Christy to submit the grant application to the Regional Office prior to March 1st. Sister Bernie seconded the motion. Motion carried.

- Pound Center Update. The lease for the new Pound Center has been signed. We have the keys to the building and will soon begin remodeling work. This location allows us more visibility to the public and is easy access for the children and visitors.

NEW BUSINESS

- Personnel Actions. Sandra Harvey presented the following personnel actions:

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| ➤ Jasmine Deel | Promoted to Bus Driver/Assistant at Clinchco |
| ➤ Debra Stanley | Transferred to Classroom Assistant at Clintwood |
| ➤ Shelia Baker | Promoted to EHS Home Visitor |
| ➤ Kitauna Maggard | Hired as a Part-Year Substitute |
| ➤ Carolyn Collins | Hired as an Classroom Assistant/Cook/Housekeeper at Pound |
| ➤ Stacie Mullins | Hired as an Classroom Assistant/Cook/Housekeeper at Dogwood |
| ➤ Melissa Taylor | Hired as a Bus Monitor at Clinchco |

Shirley Rogers made a motion to approve the above personnel actions. Bill Dotson seconded the motion. Motion carried.

MONTHLY UPDATES

- Education. Tammy Mullins reported that the part-year service calendar has been changed to incorporate days missed for snow. Also a change in an in-service day from April 12th to April 5th has been made due to the Virginia Head Start Association Conference. **Sister Bernie Kenny made a motion to approve the updated part-year calendar. David Yates seconded the motion. Motion carried.**

An update was made in the narrative of the School Readiness Goals. This document was presented to the Board of Directors a few months ago and was approved. We need an approval for the changes to the narrative. **Teresa Adkins made a motion to approve the updated School Readiness Goals. Sister Bernie Kenny seconded the motion. Motion carried.**

Tammy presented the School Readiness Update Report. This report shows what level our children are developmentally. 58% of our Head Start children are now meeting their benchmarks, as is 76% of our Early Head Start children. Physical development is a strong area with Head Start children, and Self-help and Physical development are strong areas in Early Head Start.

- Disabilities/Family Services. Terry Gentry reported we have good relationships with the local schools in their IEP meetings. We have some children that need a little extra time for transition to Kindergarten.
- Health Services. In Stephanie's absence, Terry reported that Stephanie is busy conducting heights and weights as well as following up with physicals and dental screenings..
- Nutrition. Mary Collins reported the following for the month of January 2013:

▪ Visits to Kaseyville	:	12 (4 lunches)
▪ Home Base Socials		1 (32 lunches and 55 adult lunches)
▪ Breakfast served in January		2,300
▪ A.M. Snack served in January		1,118
▪ Lunch served in January		3,614
▪ P.M. Snack served in January		3,449
▪ Adult lunches served in January		1,052
▪ Field Trips		44
- Enrollment/Attendance. Lisa Bentley presented the enrollment/attendance report. She stated that we are fully enrolled and we have an active waiting list. Attendance in January was down but we did have a lot of illnesses.
- Family Involvement. Lindsey Sturgill reported that attendance at Family Days has been great. Only four (4) of our centers have had attendance below 70%. The average attendance for all centers is 80%. Kasey's Academy has a trip to the Knoxville Zoo scheduled for April 5th. The end of the year blast is scheduled for April 26th from 10 a.m. – 2 p.m. at Bullitt Park in Big Stone Gap. Anyone who has suggestions for activities for the blast should contact Lindsey. A schedule of family day activities for each center was given to Board members for their information in case they would like to attend and see what happens during Family Day.

FOR THE GOOD OF KIDS CENTRAL/COMMENTS

Fred Luntsford stated that a magic show will be held in October and he would like Kids Central to bring the children. He states that he will provide the dates at a later time.

Darrell reported that he did an interview with CNN Money this week regarding the proposed impact of sequestration and the federal budget cuts that might affect our company.

NEXT MEETING

The next meeting of the Kids Central Board of Directors will be held on March 19, 2013 at 11:00 a.m. at Kids Central's Administration Office in Norton.

ADJOURNMENT

With no further business, **Fred Luntsford made a motion to adjourn the meeting. Edward Hutchinson seconded the motion. Motion carried.** The meeting adjourned at 12:00 p.m.

Thomas Williams
Board of Directors Secretary

Sandra Harvey
Recording Secretary