

OCAEYC
BOARD MEETING MINUTES
Marilee Cosgrove, Secretary

Board Meeting Date: September 9, 2021

Location: Zoom Meeting ID: 279 742 2284

Passcode: ocaeyc

Commencement Time: 6:30pm

OCAEYC Vision

The early childhood profession is respected and valued for its critical role in ensuring that all young children thrive, learn, and reach their full potential.

Norms:

- Assume positive intentions
- Be clear and open in communications
- Provide opportunities for clarification
- During zoom meetings, use chat or hand raising feature to participate
- Reply within 48 hours to email or texts

1. Meeting Opening

1.1 Introductions/Roll Call by Secretary - Marilee Cosgrove

Alex Yang	Melissa Wheelahan
Cristina Blevins	Nancy Dayne
Cheryl Sosa	Sarah Shawesh
Deanna Parga	Stephanie Setmire
Heather Thompson	Susan McClintic
Maria Michea	Wendi Evans
Marilee Cosgrove	

Guests:

Beth Odom
Brittney Garrett
Marianne Laney
Regina Lamourelle
Tiffany Alva

1.2 Meeting Norms

- Assume positive intentions
- Be clear and open in communications
- Provide opportunities for clarification
- During zoom meetings, use chat or hand raising feature to participate
- Reply within 48 hours to email or texts

1.3 Approval of Agenda

- Moved to consent calendar

2. Child Care Landscape Presentation- Tiffany Alva [Presentation](#)

Summary

- How to support child care providers and families in the county
- Caregiver engagement and support
- Supply and capacity trend
- Capacity for infant and toddlers 1 space per 7 children
- Bright spots on progress relative to quality, affordability, reliable care
- Economics and employer perspective
- Care providers and parent perspective
- Bureau of economic analysis overview
- Employer sponsored onsite concern liability as a provider as well as a contracting
- Call to Action even a 2% increase in workforce supports economy
- Data collected was precovid and new data will be pulled once the census data comes out, earliest release at the end of September through March 2022; an update will be provided
- Lost 165 childcare providers in OC primarily FCC.
- Most requested need: 1. full day programs 2. infant/toddler full day 3. preschool
Data provided by CHS
- Review of what hasn't and what has changed in childcare over time

3. Voices from the Field/ Open Forum

- Brittney Garrett on OCAEYC involvement if moving out of the area: Members out of the area can still be engaged with OCAEYC by adding as an affiliate when renewing membership.

4. Consent Calendar

4.0 Approval of Agenda

4.1 Approval of Minutes

- 3.1.1 [6.17.21 Minutes](#)
- Reports from the chair and minutes from the previous meeting provided for member review may add for other discussion. If questions regarding the budget and financials, the Board can ask for the item to be removed for discussion.

Motion to Approve Consent Calendar: Sarah Shawesh

Second: Deanna Parga

All Approved

4.2 Committee Reports

Refer to link for documented updates on Committee reports

- 4.2.1 Interest Groups [Report](#)
- 4.2.2 [Board Development](#)
- 4.2.3 Finance Report
 - July-August [Financials](#)
- 4.2.4 [Fund Development](#)

- Fund Development report quick updates will be sent weekly (Sunday) more detailed summaries with significant updates will be provided as well to keep board in the loop on all that is happening
 - 4.2.5 [Advocacy & Public Policy Chair](#)
 - 4.2.6 Membership [Report](#)
 - 4.2.7 Member Services [Report](#)
 - 4.2.8 Professional Development [Report](#)
 - 4.2.9 Social Media [Report](#)
 - 4.2.10 DEI Report
 - 4.2.11 Presidents [Report](#)

5. Action Items

- 5.1 Approval of 21-22 [Budget](#)- Melissa Wheelahan
 - Budget was shared at the June meeting and suggested to wait until the new Board for approval. Recommendation of the 2021-22 budget presented by Melissa Wheelahan.
 - Question: If a significant amount from fund development does not come to cover operating expenses is there a plan B? 4203: \$55,000, \$40,000 from CAP OC and \$15,000 other grants. If this decreases conference revenue provides funding. , it will still be okay as the conference provides funding with \$70,000 will still be in the bank. Conference runs the organization.
 - NAEYC requires us to have 3 months of operating expenses. OCAEYC exceeds that requirement. Budget committee will look at the budget knowing that some grants will end this fiscal year. Accountant reviewed the budget and the only concern was the collaboration with Reggio as handling money for another organization. Melissa Wheelahan needs 2 people to review the books.

Motion to Approve: Sarah Shawesh

Second: Nancy Dayne

All Approved

- 5.2 Social Media [Password policy](#)- Jenn Kinkel
 - Jenn presented a policy relative to access to passwords for best practices to maximize opportunities and engage all committee members. Requirement for committee members to post on social media to highlight weekly key components to consistently share information.
 - Melissa Wheelahan: The need for a plan to post jobs and other announcements on Facebook page, etc. A place for members to post and non members can pay for posting service. Announcement tab on facebook page.
 - OCAEYC is a membership association and how it impacts the field.
 - Recognizing the members.
 - Social media highlighting teachers, add what do you like about being a member.

- Sustainable procedures.
- One email address for social media for consistency.
- Add verbiage on how your committee can interact with the admin directly and coordinate with Laura to outline the process. How to keep social media and websites uniformed.
- Deanna participates before launching a survey of any additional content which will be posted on social media. Serves the purpose of achievement.
- Policy will be finalized and sent to Board members for review and comment.

- 5.3 [Committee Membership Recommendation](#)- Susan McClintic
- Purpose of motion to build up the participation of the committees and use it as a resource to increase participation.

Motion: Susan McClintic- While OCAEYC membership in good standing is required for Board Membership and Committee Chairs, **Committee membership should be open to anyone who is interested in participating**, as non-members joining OCAEYC committees can serve as valuable thought partners and bring diverse experiences to our committee work.

Second: Wendi Evans

All Approved

- 5.4 Open House/Job Fair- Shana Chance
 - Hosting a open house and job fair November 13 (tentative)
 - Purpose to provide opportunities for members to come together and to introduce and/or reintroduce OCAEYC to our community. First committee meeting is September 16 at 6:00 pm Board and committee members invited to attend and participate in the planning and implementation.
 - Planning events to be in person though may go virtual depending on the status of pandemic. Possibility to have an indoor and/or outdoors with tables. Utilizing students to assist and tag on a job fair to the Open House. This will also support School Districts and cohort providers.
 - Using a catering credit to provide food and drinks

- 5.5 OCAEYC emails through G-suite- Cristina Blevins
 - G Suite-Board members may request gmail for their position chair/Board, with a preferred password. Laura will be in communication with the Board to set up.

- 5.6 Awards & Grants chairs- Cristina Blevins
 - Recommendation of Melissa Wheelahan to Awards and Grants Chair

Motion to approve: Cheryl Sosa

Second: Sarah Shawesh

All Approved

- 5.7 Strategic Plan ad hoc committee- Cristina Blevins
 - Call for ad hoc committee for strategic plan link in the chat ad hoc committee
- 5.8 Humans of OCAEYC reminder- Deanna Parga
 - Personal connection with Board members tell the story of our members.

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| <ul style="list-style-type: none">• Deanna will be providing an email of list of contacts.• Request move meeting to 5:30 or 6:00 to accommodate Board members. | |
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<p>6. Meeting Finalization</p>	
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| <p>➤ 6.1 Next Meeting:</p> <ul style="list-style-type: none">○ Thursday, November 18, 2021, Time TBD | |
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<p>Motion to adjourn: Sarah Shawesh</p>	
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<p>Second: Nancy Dayne</p>	
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<p>All Approved</p>	
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<p>Meeting Adjourned: 8:06 pm</p>	
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