Children’s Developmental Services of Campbell County
Board of Director’s Meeting
March 27, 2019

MEETING PLACE:
The Children’s Developmental Services of Campbell County Board of Directors met in a regular meeting March 27, 2019 at the Children’s Developmental Services of Campbell County.

CALL TO ORDER:
The meeting was called to order by Chairwoman Wendy Balo at 7:02 p.m.

PUBLIC COMMENT:
There was no Public Comment.

INTRODUCTIONS:
Board members present were: Wendy Balo, Carol Yonkee, Vicki Gilmour, Luke Wilkins, and Bertine Bahige. Executive Director Bob Tranas, Early Head Start Coordinator Tausha Edmonds, Early Intervention Coordinator Trena Bauder, Early Childhood Coordinator Bel Christiansen, Early Childhood Instructor (Honeybees) Clint Linneman, Senior Financial Specialist Carol Curtis, and Senior Administrative Assistant Melissa Kline.

READING OF MINUTES:
Luke Wilkins made a motion to approve the February 2019 minutes as submitted. Carol Yonkee seconded. With a unanimous vote, the motion carried.

OLD BUSINESS:
There was no discussion on Old Business.

NEW BUSINESS:
REGION XIII PDDS:
Screen for Success:
Trena Bauder thanked Bertine Bahige for the idea of connecting with CCSD in the
kindergarten screenings. Trena shared that CDS has added a flyer to the kindergarten screening packet.

**EARLY CHILDHOOD EDUCATION:**
**Update 50th Anniversary:**
Bel Christiansen presented a progress report on the planning of the 50th Anniversary. The progress includes, four interviews on Wake-up Wyoming (KIML), County 17 Interviews, Quotes from employees’ e-mails, a float in the parade, and the planning of a formal open house. Carol Yonkee asked about the FB Live that was suggested by the County Commissioners.

**EARLY HEAD START:**
**IM: General Disaster Recovery**
Tausha Edmonds presented procedures for General Disaster Recovery from the office of Head Start. There was discussion about the procedures on what the impact if any do the procedures have on CDS.

**BUDGET:**
**2019-2020 Draft Budget:**
Bob Tranas reviewed the 2019-2020 Draft Budget. Bob presented options to generate Early Childhood Revenues. The was discussion about the different options as well as the draft budget in general.

Bertine Bahige made a motion to accept Option Three: CDS will no longer provide credit in Full Day Preschool; effective January 1, 2020. Luke Wilkins seconded. With a unanimous vote, the motion carried.

**OTHER NEW BUSINESS:**
**Translation Agreement:**

Vicki Gilmour made a motion to table the vote on the Translation Agreement until April. Luke Wilkins seconded. With a unanimous vote, the motion carried.

**DIRECTOR’S REPORT:**
Bob Tranas provided the March 2019 Director’s report.

Bob Tranas has applied for Leadership Wyoming. The Board stated that they are in full support.

**TREASURER’S REPORT:**
**February Financial Report:**
Carol Curtis presented the February 2019 Treasurer’s and Financial Summary.

Vicki Gilmour made a motion to accept the February 2019 Treasurer’s and Financial
Summary as submitted. Luke Wilkins seconded. With a unanimous vote, the motion carried.

**Semi-Annual 425 Report:**

EHS Federal and Non-Federal.

Bertine Bahige made a motion to accept the Semi-Annual 425 report as submitted. Vicki Gilmour seconded. With a unanimous vote, the motion carried.

**OTHER NEW BUSINESS:**

There was no new business.

**STATISTICAL REPORT:**

The February statistical reports were reviewed.

**EXECUTIVE SESSION:**

Vicki Gilmour made a motion the board go into executive session for a scholarship.
Bertine Bahige seconded the motion. The Board moved into Executive Session at 8:10 P.M.

The regular meeting was called back to order by Chairperson Werdy Balo at 8:15 pm.

Carol Yonkee made a motion to approve the scholarship as presented. Luke Wilkins seconded the motion. With a unanimous vote, the motion carried.

There being no further business, Vicki Gilmour made a motion to adjourn. Luke Wilkins seconded the motion. With a unanimous vote, the motion carried. Meeting adjourned at 8:18 pm.

**NEXT MEETING DATE:**

The next scheduled meeting for the Children’s Developmental Services of Campbell County Board of Directors is April 24, 2019, 7:00 P.M. at the Children’s Developmental Services of Campbell County.

Respectfully Submitted,

Luke Wilkins, Secretary
CDS -CC Board of Directors

Wendy Balo, Chairwoman
CDS -CC Board of Directors