



ENERGY CAPITAL  
COOPERATIVE  
CHILD CARE

January 10, 2019  
9 a.m. Central Time  
Union State Bank BEULAH

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<b>Presiding officer:</b>	<u>Erin Huntimer</u>	<b>Type of meeting:</b>	<u>Board meeting</u>
<b>Note taker:</b>	<u>Sonya Hansana</u>		
<b>Executive board members:</b>	<u>Erin Huntimer, Dale Johnson, Kent Neustel, Darrold Bertsch, Kayla Olson, Brad Zimmerman, Christie Obenauer Ken Miller</u>		
<b>Staff:</b>	<u>Dana Santini, program director</u>		
<b>Guests:</b>	<u></u>		
<b>Handouts:</b>	<u>E-mailed prior</u>		

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**Call to Order:** 9:07am

**Approval of Minutes:** Minutes were dispersed by Christie for review. Amended the minutes pertaining to staff and employee violation. DB/KO moved to approve with amendments. Motion carried.

**Approval of Agenda:** added **Budget discussion**. CHO/KO to approve the agenda as set. Motion carried.

**Program Director Report:**

**Operations:** Discussion regarding space to accommodate for summer enrollment increases. The front door foyer is still having some leakage. Dana is monitoring this. Erin has requested from Graphics for a new sign, still waiting for it.

**Staffing:** One possible new staff interviewing today; will still need one more staff. Thinking ahead to summer and possibility of the numbers of children coming to the center. Hoping to get some of our summer help back again this year.

**Enrollment:** 82 enrolled now, 2 new infants coming by the end of the month. 9 school age children now and anticipate about 13 for the summer. The school age students program lost money last summer. Discussion followed regarding the school age students and the lack of space for them in the future as they grow through the Center. Brainstormed options for school-age summer programs.

**Rates-** discussed need to increase rates, haven't adjusted them since the start. Dana presented a request for \$5 per week, per child, full-time, \$1 for part-time and \$3 for shift rate increases. She would not increase the school age rate. The weekly rate for the summer for school age was increased. Could generate \$20,000 additional income. CHO/BZ moved go forward with the increase, a notice to be sent out with the increase effective March 1<sup>st</sup>, 2019. MC. Plan to include in the notice information regarding setting up some fundraiser committees with the parents.

**Budget discussion-** Dana presented the final 2018-2019 budget, with the projected and actuals for the year. Discussion followed. This is the last year to expect subsidies from the partners, may need to continue the contributions, to maintain the budget and have a cash reserve. Will check into adding the Center to Hazen Community Chest for donations. Discussed the need to do fundraisers in the future. Could write grants for specific needs, summer programs etc. Erin will check into this more. Mercer County Economic Development is another source for donations, possibly for larger projects that need to be done.

**Volunteer partnership with clinic-** Discussed a targeted volunteer referral program in partnership with CCCHC, using adult patients who are experiencing loneliness to help, especially with the infants. SMC Hospice is also a resource to tap into for volunteers for rocking the infants. CCCHC could provide transportation for the volunteers also. Dana will work out the details of possibly starting to have adult volunteers to help.

**Beulah discussion-** Christie mentioned that she is sending a letter to KRCC BOD regarding the possible use of their former physical therapy space for a Beulah Daycare location. Discussion followed. Also mentioned the possibility of adding other programs with the daycare at KRCC, such as an “Adult Daycare” in the future. Can check with the Beulah School District and see if they would be able help with a food program for the daycare.

**Southeast Montana Area Revitalization Team tour-** “SMART”, a group from Baker MT, has reached out to Dana about the Center. They want to do a site visit here. Erin and Dana will meet with them when they come.

Kent announced his resignation from the board. The other board members thanked him for his service and time on the board. Erin will reach out to other prospects to fill his spot on the board.

**Adjournment-next meeting:** Feb. 14<sup>th</sup>, 2019. CHO/BZ moved to adjourn at 10:18am. Motion carried.