



October 26, 2007, 9-10:30 AM

Meeting Minutes

North Branch Area Library

- ❖ Introductions (11 member present) *Lanay, Kathy L., Kerry, Linda P., Sue, Crystalyn Morton/Public Health, Wendy, Kelly Rogstad/Trinity Christian School, Lisa, Jodie, Sally*
- ❖ Open Announcements/Updates/Resource Sharing
From Linda Kaufmann/IF:
 - Volunteer Impact Leadership Training Series, Oct 23, Nov. 5, and Nov. 20; All trainings in Alexandria from 9:30 AM -3:30 PM, For any questions, please contact the MAVA office at (651) 255-0469, or visit the MAVA website at www.MAVAnetwork.org. Sally also has more details.
 - Grant Writing Workshop at the Initiative Foundation, Dec. 11, 2007 choose 8:30 AM-11:30 AM or 1-4 PM, Pre-registration is required. Sally has more details or contact Jolene with questions at: jhoward@ifound.org.
 - Succession Planning Workshop—Creating Sustainable Leadership in Nonprofits, November 15, 9-Noon; Resource Training & Solutions in St. Cloud. Registration Deadline: November 7th, Registration Contact: Tricia Holig Initiative Foundation, phone: 320-632-9255; fax: 320-632-9258; email: tholig@ifound.org. Let Sally know if you'd like a copy of the flyer.
 - *Kelly announced an upcoming seminar organized by Trinity Christian School scheduled for January 26 featuring Mary Sheedy Kurcinka to speak on the Spirited Child; intended audience: parents, providers, EC professionals. Kelly will send an email out. Forty-seven attended their recent training.*
- ❖ Ready, Set, Go—Kindergarten Readiness event summary
Overall the event was a success! 55 people attended; 7 different activity stations were available for people to visit and gather ideas from; large group presentations and small group discussion time went well; evaluations were very positive. Sally will give a detailed report at the next meeting. It was recommended that future events like this state "CEU's available" on all marketing tools. The Getting School Ready in MN booklets were very popular with the group. We discussed making these available for groups and through EC Screening to ensure each parent receives the information. The Early Childhood Indicators of Progress were also appreciated by the group. Many had not seen this document before and expressed how helpful it will be.
Thanks to the following coalition members for their part in the event (in alphabetical order): Jeremy Kalin, Kathy Lentz, Kerry Moberg, Pam Pignato, Wendy Walburg, and Lanay Webb. There was great participation in planning, set-up, event facilitation, large group presentation, small group facilitation, and clean-up. Thank you!

From last meeting:

- ❖ Book bins: Donna—*assembled and distributed throughout the community.*
- ❖ Community Festivals updates:
 - Fall Harvest Days/Vehicle Fair, Saturday Sept. 29 from 10-11 AM: Kathy Blomquist
 - Baby Toddler Expo, Saturday, Oct. 13, 9-12 AM.: Kathy Blomquist & Jeremy Kalin
- ❖ Rotary donation: Linda Prince—*Linda followed up with the Rotary and we have received the second half (\$500) of the donation of \$1000 from the Rotary. Thanks to the Rotary and to Linda!!*
- ❖ Year Three Projects:
 - Connect with families via newsletter focusing on late infancy & toddler development (6, 12, 18 months.) Develop a publication highlighting toddler development tailored to local resources: Kerry
We discussed what agencies and programs currently do and what we'd like to see available to support families.
Options discussed included:
 - *Adding information, such as the Born Learning materials to the book on discipline already mailed out to all families in the school district through the EC program*

- *Providing the Getting School Ready booklets to programs in the community and/or through EC Screening. We would need 250 each year for screening offered through the school district.*
- *Developing a variety of materials to have available in the community so that families aren't seeing the same information*
- *Developing a check list of things to do by age for parents to refer to during the preschool years*
- *The Healthy Start program offered through Anoka County was mentioned*
- *The Follow-Along program offered through Chisago County was mentioned*
- *New information on the impact of screen time (media: TV, radio, etc.) on children*

Jodie agreed to break down the areas where support or information would be helpful for the ages of infants, toddlers, and preschoolers. At the November meeting we'll plan to spend time noting which programs provide consistent and wide-spread information to address which issues. If there are gaps, we will work to address those.

- o Website promotion: Lisa, Kathy, Jodie
- o Ongoing fundraising/business engagement: Donna, Kathy, Kerry, Barb, Sally
- o Literacy/Book bins: Donna, Sue, Linda, Lanay

❖ **Our next meeting:**

Friday, November 16, 2007, 9-10:30 AM; North Branch Library

Coalition building, con't:

❖ *Missing groups: faith community & health care, business, industry & employers: Kelly will find out when the ministerial association meets and will bring that information to our next meeting. Kelly will also talk with someone from health care about involvement with the coalition.*

❖ *Priorities for coordinator (4-5 hours week/12 months)*

Tasks include:

Monthly Meetings:

- Proposed agenda
- Meeting
- Meeting minutes

Reporting:

- Grant Application
- Mid-term report
- Final report

Community Events

Membership information & recruitment

Event Coordination

Activity Coordination & Participation

Fundraising

Phone calls

Grant applications

Letter writing

Activity summary reports

Historian (pictures, accomplishments)

Press/Marketing

We discussed different ways to free up some time, including:

-note taker/meeting minute preparer and distributor at each meeting

-annual positions similar to other organizations, although our group probably isn't large enough for this

The group recommended Sally develop and distribute a silent ballot at the next meeting listing tasks that I would like to delegate with specific expectations and responsibilities for members to consider volunteering for..