



Meeting Minutes

September 12 , 2011 3:00 pm – 5:00 pm
Conference Room B
Health & Human Services Bldg.,
10877 Conductor Blvd., Sutter Creek

- I. **Call to Order/Introductions:** Meeting called to order at 3:10. In attendance: Brenda Bullington, Karen Dickerson, Terry Santoro, by Proxy Sandy Buchanan and Nina Machado.

- II. **Public Matters Not on Agenda**

Hearing of persons who wish to address the Council on matters not on the agenda. No action will be taken. If a matter requires action, it will be pulled and placed on the next meeting's agenda. Please limit topics to 5 minutes.

 - Brenda shared flyers distributed to all childcare providers. Scott Herring, Baby Steps, Creative Parenting Workshops, Dad & Me, CPIN "Including Samuel", RC Calendar of Community Events and workshop booklet.
 - Nina shared an update on Text for Baby.
 - Dorothy shared State Preschool is full.

- III. **Ad Hoc Committee Report**
 - A. **Administrative Assistant hiring.**
 - Although approved by the Council, the County Office of Education denied the request to hire a part-time Assistant. There are unknown Political issues for this fiscal year with the COE, so no assistant will be hired this year.
 - B. **Approve task list and responsibilities for council directions.**
 - Karen made motion to approved task list and responsibilities decided upon by the Ad Hoc Committee to be updated ongoing as we move along. Seconded by Brenda Bullington. Motion Passed Unanimously – MPU.
 - Kelly Graesh shared that the State Child Care Council Self Evaluations are due in November and will be brought to the November meeting. Membership plans due in Jan. Priorities are due in May.
 - C. **Strategic Plan Update.**
 - Discussion as to how to proceed. An email will be sent out to consultants in surrounding counties as a Request for Bids and qualifications. Suggestions for consultants were Sheila Kruze from Tuolumne, Rosalie Pryor-Escamilla from Plymouth and Nina suggested having an appreciation type meeting to help with building strategic plan and tasks for LPC. Strategic plan needs to reflect task list as a moving target. Terry Santoro made a motion to take proposals from consultants to an Ad Hoc Committee or be voted upon at or before the December meeting. Brenda B. seconded. MPU.
 - Strategic plan will be tied to the budget and task plan.

IV. Approve 2011 – 2012 Budget.

- Dorothy's work for ACC amounts to approximately 3.75 days per month.
- Terry Santoro made a motion to approve the budget as presented. Brenda Bullington seconded, MPU.

V. Review By-Laws

a. Council meeting schedule. By laws need to be amended to read: "The council will meet as needed, with a minimum of 4 times per year." This language will go on the agenda to be voted on at the next meeting for approval.

VI. Adjournment at 4:47 PM. Next meeting November 7, 2011