



202 W. Illinois | P.O. Box 394 | Highland, KS 66035

BOARD MINUTES 3-21-23

Board Members present: Brittani Gilmore, Dana Clary, Whitney McCauley, Matt Peterson

Others present: Missy Owen, program director

Brittani Gilmore, called the meeting to order at 7:04 pm

1. Purchase of building update- USD 111 school district and City of Highland have agreed to sell the property for \$1 to Doniphan Darlings with school getting the right of first refusal. School will also still have access to the multipurpose room for sports practices. City Attorney, Andrew Parker is working on the contract of sale of the building between all parties. Dana asked what would happen with the items in the old structure, will it become our property once sale goes through? Brittani stated she would have Ben Gilmore get ahold of Dr. Hanzlicek about this.
2. Grant Updates- received Wolfe grant and purchased creative curriculum, Kindergrant will be finished at the end of April, stimulus money from ChildCare Aware will be finished in May, Adrienne Neibling (grant writer) is applying for the accelerator grant as well as looking through a list of grant that was forwarded from the Doniphan County Economic Development Coordinator.
3. Business Updates- went over current financials.
4. Current #'s of children & employees- 44 enrolled full time children, 4-6 drop in children enrolled, several applications out for families interested in care. Discussed trying to adjust the number allowed in each room to allow for more childcare openings in the preschool room due to high demand for that room. Brittani asked Missy to get ahold of Ashley with licensing to check into adjusting number of children in each of the rooms to try to accommodate more children in the rooms in high demand. Missy agreed and will reach out to Ashley within the next few weeks.
5. HCC work study possibility- Eric Ingmire (President of Student Services at HCC) spoke with Brittani about state funding that will help pay 70% of HCC work study student's salary if employed with us. Doniphan Darlings would be responsible for the other 30% of the student's salary. Nothing set in stone yet on this topic, Brittani will provide more details to the board as they become available.
6. New policy update coming down the pipeline for 16 year olds to count in teacher to child ratio. Brittani will watch for new policy update and update program director/board once updates are available.
7. Employee appreciation lunches- Brittani suggested that we provide lunch/treats for the employees quarterly to let them know how much we appreciate all of their hard work. Board members unanimously agreed to provided quarterly appreciation lunches or snacks.



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Missy Owen, program director, gave all board members tour of all the improvements/changes in each of the rooms. As well as discussing some of the projects that the children are involved with while in our care.

Meeting adjourned at 8:15pm.