

Annual Meeting

June 22, 2011

The Child Care Council of Dutchess and Putnam, Inc.



Background

Founded in 1970, the Child Care Council of Dutchess and Putnam, Inc., formerly the Dutchess County Child Development Council, Inc., is the New York State designated Child Care Resource and Referral Agency for Dutchess County. A private, 501 (C)(3), child care coordinating agency, CCCDP works closely with families, early childhood programs, employers, and elected officials to assess and meet the early care and education needs in Dutchess and Putnam Counties.

Mission Statement

The Child Care Council of Dutchess and Putnam, Inc. works to promote affordable and quality child care, provide information and support to families, and strengthen the early childhood workforce in Dutchess and Putnam Counties. (adopted June 2008)

2010 Staff

Jeanne Wagner	Executive Director
Marion Eagen	Assistant Director
Melinda Cirillo	Financial Manager
Patricia Isbirian	Parent Counselor
Marion Mandra	Parent Counselor
Alice Jetto	Grant Coordinator
Karen Walsh	Legally Exempt Enrollment Coordinator
Liz Hargraves	Health Care Consultant
Donna Thomas	Infant Toddler Specialist
Suzanne Boe	Senior CACFP Coordinator
Lorraine Scuccimarra	CACFP Coordinator
Nancy Maffia	Family Day Care Registration Supervisor
Keelie Thomas	Family Day Care Registrar
Stacey Rosborough	Family Day Care Registrar
Carol Taylor	Family Day Care Registrar
Janessa Nelson	Family Day Care Registrar
LaRae Fasano	Family Day Care Registrar
Rosemarie Dehn	Family Day Care Registrar/Training Coordinator
Barbara Garbarino	Putnam County Family Day Care/School Age Registrar
Peggy Paparone	School Age Registrar
Nancy Kerzner	Senior Early Intervention Initial Service Coordinator
Amanda Nuccio	Early Intervention Initial Service Coordinator
Patricia Hollick	Early Intervention Initial Service Coordinator
Telma Almeida	Early Intervention Office Manager
Elizabeth Spratley	Administrative Assistant
Judith Kreitzer	Administrative Assistant
Kim Wolfe	Putnam County Day Care Services Administrator
Dawn Haecker	Putnam County Day Care Services Assistant
Mary Schreiber	Putnam County Community Outreach/Early Childhood Trainer
Judith Maser	Secretary
Nancy Owen	Clerk/Secretary

CHILD CARE COUNCIL OF DUTCHESS AND PUTNAM, INC.

Highlights of 2010

- ◆ The National Association of Child Care Resource & Referral Agencies (NACCRRA) Quality Assurance project officially began on February 1 with Peggy Paparone and Lorraine Scuccimarra as our Quality Assurance Coordinators.
- ◆ Our regional cluster (Dutchess/Putnam, Orange, Westchester, Rockland, Sullivan) investigated the feasibility of a regional call center.
- ◆ Oxclove Workshop developed and launched the Council's new website.
- ◆ The Council hosted a celebration of its 40th Anniversary and the Champions of Child Care. Howard Lynne chaired and emceed the event that drew a crowd of over 200.
- ◆ After 2 ½ years of work, the Crossroads Steering Committee, of which Jeanne Wagner was a member, presented the final statewide plan to Janice Molnar, Deputy Commissioner of the Division of Child Care Services, Office of Children and Family Services (OCFS). The plan included specific recommendations on: NACCRRA Quality Assurance, Referral Services, Innovative Pilots, Data management, Registration/Licensing, Subsidy Management/Legally Exempt Enrollment, Shared Services for CCR&Rs, and Qualitystars New York. The presentation yielded no specific direction from Ms. Molnar.
- ◆ As a result of NACCRRA Quality Assurance requirements: 1) Staff formed committees to work on Resource & Referral, Marketing & Communication, and Training & Technical Assistance. 2) Board of Directors focused on tasks related to Governance – bylaws, numerous policies and procedures, and meeting format.
- ◆ The Dyson Foundation awarded the Child Care Council of Dutchess and Putnam, Inc. a \$75,000 grant to administer child care tuition scholarships to eligible families whose children attend day care centers in Dutchess County.
- ◆ Jeanne Wagner testified at City of Poughkeepsie Common Council meetings as to the importance of retaining child care openings in the City of Poughkeepsie, particularly Poughkeepsie Day Nursery, and of OCFS day care building regulations. The Common Council voted unanimously in favor of local historical designation of Poughkeepsie Day Nursery, allowing it to remain at its present location.
- ◆ Howard Lynne, Treasurer, presented the Council's Fund Development Plan to the Board and emphasized the requirement of the Board being members of the Child Care Council.
- ◆ Outreach & Marketing: The Council hosted a booth at Kids Expo and participated in Building Bridges Forum.
- ◆ The Council created the full time position of Training Coordinator. In that position, Rosemarie Dehn developed ten distance learning modules and presented numerous trainings at program sites, in addition to facilitating other trainings.
- ◆ The Council met or exceeded milestones and targets in the CCR&R and Registration contracts.
- ◆ The Child Care Council of Dutchess and Putnam, Inc. lost contracts in 2010:
 - ▶ Dutchess County Referral Service - \$17,873
 - ▶ Dutchess County Increasing Child Care - \$8,381
 - ▶ Ulster County School Age Child Care - \$34,500
 - ▶ Dutchess County Early Intervention Program - \$312,500
- ◆ This equated eventually to the loss of 8 jobs and additional decreased hours. However, with the support of the Board of Directors and dedication of staff the Council is a prime example of **doing more with less, and doing it well.**

**Annual Membership Meeting
June 22, 2011
Board Development Committee Report
Slate of Candidates**

2011 – 2012 Officers/Executive Committee

Chair – Diane Labenski
Vice-Chair – Linda Dunlap
Secretary – Linda Monkman
Treasurer – Howard Lynne
Member at Large – Linda MacIsaac
Past Chair – Deborah Haradon

14 members of the current Board of Directors will be continuing in an unexpired term.

Four Directors are eligible for re-election to a second term:

Howard Lynne, Member at Large
Emily Albers, ESL Coordinator, Family Services
Tom Cataldo, Pine Grove Day Care Center
Carol Zaccara, Member at Large

Two Directors are eligible for re-election to a third term:

Linda Monkman, Dutchess County Department of Mental Hygiene
Laureann Elting, Rhinebeck Savings Bank

One Director is eligible for re-election to a fourth term:

Diane Labenski, Member at Large

One nominee is being presented for election to a first term:

Cecilia Cook, Dutchess County Regional Chamber of Commerce

One Member leaving the Board of Directors, having served two terms:

Wendy Johnson, Dutchess County Department of Health

One Member will cycle off the Board of Directors, having served four consecutive 2-year terms:

Donna Robinson, Dutchess County Department of Social Services

2011-12 Nominating Committee Chair, Deborah Haradon

CHILD CARE COUNCIL OF DUTCHESS, INC.
STATEMENTS OF FINANCIAL POSITION
DECEMBER 31, 2010 AND 2009
“Draft Only”

	<u>2010</u>	<u>2009</u>
ASSETS		
Cash	\$ 402,973	\$ 528,457
Accounts Receivable	445,281	314,698
Other Assets	13,320	13,322
Investments	-	-
Property and Equipment, net of accumulated depreciation	28,273	38,595
Total Assets	<u>\$ 889,847</u>	<u>\$ 895,072</u>
LIABILITIES AND NET ASSETS		
Accounts Payable	\$ 73,763	\$ 75,334
Refundable Advances	<u>69,147</u>	<u>89,259</u>
Total Liabilities	142,910	164,592
NET ASSETS		
Unrestricted	446,471	495,503
Temp Restricted Net Assets	<u>300,466</u>	<u>234,977</u>
** Total Liabilities and Net Assets	<u>\$ 889,847</u>	<u>\$ 895,072</u>

FUNDING SOURCES IN 2010

PRIVATE SOURCES

Ceridian
Early Care And Learning Council
Rehabilitation Programs, Inc.
Child Care Council of Westchester
Dyson Foundation
IBM

PUBLIC SOURCES

Dutchess County Government
Dutchess County Dept. of Health
Dutchess County Dept. of Social Services
Ulster County Government
NYS Department of Health
Office of Children and Family Services
State University of NY Central Administration
Putnam County Dept. of Social Services

MEMBERSHIPS & TRAINING FEES

** These numbers are not final, awaiting Rosemarie Palmeri's final presentation and journal entries.

**Child Care Council of Dutchess & Putnam Inc. Board Meeting
June 23, 2010**

Members Present: Rita Acerno, Child Care Provider, Tom Cataldo, Child Care Provider, Nicole Bonelli, Vassar College, Grace Caddell, Astor Early Childhood Programs, Linda Dunlap, Marist College, Laureann Elting, Rhinebeck Savings Bank, Cathleen Greenan, Dutchess Community College, Emily Albers, Family Services, Ed Glisson, Children's Museum, Howard Lynne, Member at Large, Diane Labenski, Chair CCC, Family Services, Wendy Johnson, DC Health Dept., Deborah Haradon, Member at Large, Donna Robinson, DSS, Jeanne Wagner, Executive Director, Child Care Council, Kathleen Murphy, Child Abuse Prevention, Linda MacIsaac, Member at Large, Donna Bolner, DC Legislature Liaison, Joseph Incoronato, DC Legislature Liaison, Scott Mehlberg, Member at Large, Nancy Miringoff, Member at Large, Carol Zaccarra, Member at Large, Linda Monkman, DC Dept. Mental Hygiene

The meeting was called to order at 3:35. The minutes from the June 2009 meeting were reviewed and Mr. Incoronato made a motion to accept the minutes and Ms. Haradon seconded the motion. The minutes from the May 26 Board meeting were reviewed and Ms. Zaccarra made a motion to accept the minutes and Ms. Bolner seconded the motion.

Board members introduced themselves as there were new members in attendance. It was announced that Ms. King will be leaving the Board as her term has ended. She was thanked for her contributions to the Board.

Financial Committee:

Howard Lynne

Mr. Lynn reviewed a draft of the balance sheet. The audit has just been completed. Mr. Lynne explained the difference in assets which was accounted for in the money spent on advertising. Some of the assets are stocks that were sold. Under liability assets, the accounts payable was higher as this was money to be paid for the Food Program.

Ms. Palmeri will be at the meeting in September to present the audit.

Executive Director's Annual Report for 2010:

Jeanne Wagner

Ms. Wagner reviewed some of the highlights for the year. The Council continues to have a positive work environment with low staff turnover. One staff member recently retired after 20 years of employment.

Ms. Wagner submitted to the Dyson Foundation and received funds for scholarships for center based child care. An award of \$75,000.00 was granted. This funding will be used to assist parents in the 200 - 250% poverty guidelines and selection will be done by lottery. Letters will go out to centers regarding the scholarships next week. The centers will be able to copy the flyer to give to parents. Ms. Wagner and Ms. Cirillo will administer the program.

Votes:

Ms. Haradon stated that a vote was necessary to renew the members of the Executive Board. The officers are as follows: Chair- Diane Labenski, Secretary – Linda Monkman, Treasurer, Howard Lynne, Member at Large - Linda MacIsaac, Member at Large, Past Chair – Deborah Haradon. Mr. Lynne made a motion to accept and Ms. Caddell seconded the motion. This was approved unanimously.

Membership:

Howard Lynne

Mr. Lynne spoke on the importance of Board members becoming members of the Child Care Council. The by-laws state that Board members must be members of the Council. Mr. Lynne displayed the new Membership pamphlet to everyone. Mr. Lynne urged Board members to become members of the Council before September.

The 2009/2010 Board of Directors Orientation was distributed to members. The Council now has a Facebook page. Ms. Labenski asked members to share their ideas about how the Council can increase their visibility. There were suggestions to outreach to local churches and pediatricians. Ms. Albers said she will reach out to local real estate offices.

Ms. Labenski will send out the Committee Lists for members to sign up.
The next Board meeting will be held on Sept. 22.

Mr. Incoronato made a motion to adjourn the meeting and Ms. MacIsaac seconded the motion.

The meeting was adjourned at 4:30.

Minutes Submitted by:
Linda Monkman

Statistics

Number of:	Dutchess	Putnam	Combined Totals
Day Care Centers	59	24	83
Group Family Day Care	86	23	109
Family Day Care	91	24	115
School Age Child Care	34	11	45
Total Employees in Programs	1,026	384	1,410
Total Children in Care	7,458	2,708	10,166
Total Parents	6,205	2,276	8,481

2010 Child Care Requests	Dutchess	Putnam	Combined Totals
Number of Families	1,098	132	1,230
Number of Children	1,437	148	1,585



The Child Care Council of Dutchess and Putnam, Inc.

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Putnam County Office:

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