

Children's Trust Fund Board Meeting
Minutes
Thursday, March 21st, 2025
10:00 a.m. – 12:00 p.m.
[1988 Act 151](#)

10:00am - Call to Order and Introductions

Paul DiLorenzo, CTF Board Chair

Notes/Actions:

Paul DiLorenzo speaks to the group about accepting the new role and abbreviated meeting. Introductions for all.

10:10am

Item: Approval of the January 18, 2024, Board Meeting Minutes

Purpose: Ensure accuracy of last meeting

Lead: Paul DiLorenzo, CTF Board Chair

Action: All board: Approve minutes (with potential amendments)

Notes/Actions:

Bruce Erb motions to approve. Seconded and approved.

10:15am

Item: Fiscal Report

Purpose: Provide summary of fiscal report to date.

Lead: Andrew M. Dietz, Office of Child Development and Early Learning (OCDEL)

Action: All board: None required

Notes/Actions:

Andrew presents fiscal information. Shares current balance, marriage income and how it fluctuates, and usual expenditures although there are none in the month currently. Also shared a chart with grant expenditures for each cohort.

Paul asked about who reviews all fiscal reporting. Andrew explains it is a dual responsibility with CSC. OCDEL is a secondary review. The board can pull fiscal reports to review if interested.

10:25am

Item: Center for Schools and Communities (CSC) Updates

Purpose: Provide updates to CTF Board on CSC Work

Lead: Karen Shanoksi or Rijelle Kraft, Center for Schools and Communities (CSC)

- CSC Updates
- CSC Quarterly Report
- CTF 22-23 Annual Report
- CSC CTF Budget and Work Statement Proposal for SFY 24-25
- Program Revision – The learning lamp.

Action: All board: Approve

- CSC CTF Budget and Work Statement Proposal for SFY 24-25
- The Learning Lamp Revision.

Notes/Actions:

Karen shared quarterly report has not been prepared yet but will be shared at the next meeting. Calls and site visits are currently happening. Shared Annual Report with grantees and cohorts listed and fiscal and strengthening family's resources/information.

Paul asked how far and wide the report gets distributed. Andrew shared it is on the website and sent out through email to legislature currently. Karen also shares at conferences and others who ask but agrees the outreach could be larger. Paul suggested various other programs that would be interested in seeing this information. Bruce Erb volunteered to be a part of another call regarding promoting this information.

The Learning Lamp submitted a program revision. Difficulty with start-up due to staffing. Originally wanted to serve 60 families and will be scaling back to 30 families. Karen recommends the board approve based on what she believes they can accomplish in the time period.

Cathleen Palm spoke to reading the needs-based budget and they listed struggles implementing and hiring. Wonders what the cross check is on a broader situation going on in the community. Cathleen also spoke on family centers and not being involved in the needs-based assessments.

Motion to approve Bruce Erb, Cathleen seconds. Approved.

11:00am Items: Chair Report, Discussions, and Updates

Purpose: Item(s) of Discussion

- Information about In-person/hybrid meeting on April 3, 2024
- RFA Evaluation Committee

Karen submitted a proposal to increase staff time and add professional learning and travel. This is outside of the regular budget and an increase of 47,700.

Cathleen asks to clarify how they are paid and what that goes to. Karen explains the braided funding of CTF and OCDEL. The last increase was a decrease in 2019-2020. Paul asked if this increase is to maintain or expand services. Karen states this is to maintain.

Bruce speaks about new board members and possible new directions the board could go. Wants to spend as much as we can toward the grantee work. Agrees this budget reflects the needs but may be different once the board meets and understands the budget more thoroughly. Andrew states that this can be adjusted later as well.

Motion to increase 47,700 to CSC by Cathleen. Seconded by Lindy Keefe. Approved. Motion passes.

Bruce speaks about bringing together everyone on the board and allies in a room to get to know each other better and get on the same page about our "north star" or the direction of the committee. Also talking about the areas of change, what to strengthen, and other collaborations and partnerships. Also spoke about programs not being able to meet the expectations or standards to apply and what can be done with that. CSC will provide a venue to meet and discuss with a virtual follow-up. Nacole Hough stated she has transportation issues but is working on them, looking for logistics to know if she can attend. Cathleen Palm offered to help with getting her to attend. Karen also stated CSC can offer support in attending as well. Andrew explained board budget has reserved line items for transportation and meetings. Phil Falvo will be attending but may need to leave early.

Bruce speaks about the upcoming meetings for the year. Asking members to attend the best they can and communicate if not attending. May 30th meeting to vote and approve the RFA when it is completed to send out in time.

Andrew speaks on RFA process and the board is allowed to be a part of the process if requested. If anyone interested please contact Andrew today or tomorrow.

