



Montana Early Childhood Account Board

September 11, 2026
1:30p.m. – 2:00 p.m.
Zoom

WELCOME

- Call to Order
 - Meeting called to order by Lisa Malmquist at 1:32 p.m.
- Roll Call
 - Board Members Present:
 - Tory Malek
 - Caitlin Jensen
 - Crystal Armstrong
 - Tracy Moseman
 - Mackenzie Espeland
 - Lisa Malmquist
 - Jewel Sullivan
 - ECFSD Staff Present:
 - Austin Waldbillig
 - Kathy Rich
 - Amber Tipton
- Review and approve prior meeting minutes
 - Tory Malek Motions to approve the meeting minutes
 - Mackenzie Espeland seconds the motion.
 - Minutes are unanimously approved by the board.
 - Motion Passed
- Amendment to approve previous vote and clarification that the board is voting to approve prior meeting notes from August 27, 2026, and September 4, 2026.
 - Tory Malek Motions to approve the meeting minutes from August 27, 2026 and September 4, 2026.
 - Crystal Armstrong seconds the motion.
 - Minutes are unanimously approved by the board.
 - Motion Passed

ECFSD STAFF TO OVERVIEW MAILING COSTS

- Austin Waldbillig shared a quote from the State Print and Mail service for a mass mailing this service would include printing, mailing services and postage.
- Vendor: **State Print & Mail** provided a quote covering printing, mail-merge, postage and shipping.
- Cost breakdown discussed:



- 900 postcards: estimate total to send quoted at \$567.71.
 - 1,800 postcards: discounts on printing reduce unit cost; total estimate quoted \$1,063.13.
 - A small additional fee may apply to expedite production/shipping if needed.
- Board discussion
 - Include a data-collection question in the grant application asking applicants how they learned about the grants to measure channel effectiveness.
 - Work with the Montana After-School Alliance to reach after-school programs and school-based sites.
 - Coordinate with the Office of Public Instruction (21st Century Grants contacts) to access school-based program distribution lists.
 - Distribute posters to contractors and use the state library to push materials to local libraries to broaden reach.
- The board agreed to proceed with the 1,800 postcards ordered to allow for wider reach and potential two rounds/pilot testing of messaging.
- Board intends to combine the postcard campaign with partner outreach (After-School Alliance, OPI, state library) and use posters and contractor networks to extend coverage beyond licensed providers.

PUBLIC COMMENT

- Zero members of the public made comments.

VOTES

- Vote to accept Motion to approve the printing/mail estimate for 1,800 postcards plus postage and expedite fees if needed.
 - Tracy Moseman Motions to approve the proposed mailing costs.
 - Torey Malek seconds the motion.
 - Unanimously approved by the board.
 - Motion passed.

PUBLIC COMMENT

- Zero members of the public made comments.

ADJOURNMENT

- Vote to Adjourn
 - Crystal Armstrong motions to adjourn the meeting.
 - Jewel Sullivan seconds the motion.
 - Unanimously approved by the board.
 - Motion passed.



- Meeting Adjourned at 1:44 p.m.