

TCDN
Board Minutes
April 25, 2017
7:30 pm
OASC

Board Members:

Sara Levinson, Dana Semos, Deborah Hansen, Tom Saylor (via phone) , Lisa Godlewski, Renee Pollins, Kevin Bovard, Richard Coe, Lily Huffman, Shirley Robinson, Chris Hanlon, Mark Turbiville, Dan Grodner

Director: Cindy Murray

Guests: None

Absent: Josephine Park, Mel Jurist, Corinne Weidner

I. Opening from Board President –

- Motion to approve minutes from last month –Motion passed after vote

II. Personnel Committee update

- Meeting held last week.
- Met about the viewing of a parent failing to buckle a child into a safety seat while leaving and requirements of mandated reporting of suspected child abuse
- Committee also brought up the issue regarding the 8 hour day vs. the 8 ½ hour day-Kim has been assigned the task to work it out.
- Salary increases were discussed but not decided on
- Substitute list was discussed
- Employee incentives were discussed- Maureen, Michele and coordinators will be eligible for incentives as well (Cindy will be the primary input for these) Site coordinators will be able to recommend and Cindy will provide input on other incentive
- Moving forward new employees will be getting a changed PTO (personal time off) policy. The current policy will be under review and will be revised in the next few years. Will affect our newest hire only
- More extensive discussion was held regarding the need for substitutes.

III. Director's Report

- Question about subs led into the director's report. Chris will look into the financials of hiring a fulltime sub
- Situation at NPE has started to change –Cindy will call the Principal
- Enrollment for next year at the Swarthmore ASC site-Waiting list of 10 children 3 days a week, some children who are already coming may want to extend number of days
- Preschool lease is the other main area in the director's report that was discussed. Chris and Cindy attended the meeting with Trinity Church to discuss the terms of the lease. One of the big issues is the playground. The language of the leased referenced that if the landlord of the playground property would decide not to allow us to use the property we could opt out of the lease. Also, the church offered to fix the lighting and ceilings in two of the classrooms (preschool needs the replacement in three rooms at least. Chris also felt that the church gave us what we wanted so we may want to tell them our plans and move forward if they give us the stronger language that we want. The church is still waiting to get a new pastor and may not be willing to make a decision about the ABC house. Brief discussion was held regarding the value or not of being in the business of owning/managing the property. Chris will draft a new version of the lease with input from Kevin and get back to the board so we can present to the Church.

VI. Financial Report – Chris Hanlon

Finance committee is also investigating new phone systems, a make-over for the office and the ACH (Debit transaction fee- to pay for the childcare service)-Maureen is always looking for Ways to Save money. One board member felt that if she would be charged for the service she would no longer use.

V. Governance Committee-Dan Grodner

-Governance committee spent a lot of time discussing the new playground plans, also the possibility of getting a proposal from nature explorer (\$8,000-10,000) for what they could do –Nature Explorer run a two day consultation then they present architectural plans

-Cricket Brien did recommend that we get a good design plan when she walked through the play area a few weeks ago with Cindy and various board members.

A few board members had additional suggestions and thoughts about some of the possibilities. Also making sure that the teachers have intentional usage of the space. Sara, Cindy and Dana will share the proposal Matt Chirpak has put together for us

Suggestion was made to look for some grants to support esp. the water remediation aspects of the project.

Parent and family survey is being designed and an employee survey will also be forth coming. Will try using the tool Dan has access to through the college.

VI. Fundraising Committee – Jesse Thompson

A. Revisit Fundraising strategy

- Goal for 2017- our goal was to raise \$30,000
- Review of last week’s meeting

1. Vote on Where the money from bingo night will go: Motion was made to send the money toward scholarships.

2. Last week’s meeting everyone joined a particular “stream”

Please choose one: Grants Team – Dana, Lisa, Chris, Dan
Events Team – Deb, Maria, Lily Renee Shirley
Individual Giving
Major Donor Group Corporate Giving
Annual Giving
Social Media Group-

2. Swarthmore Fun Fair Sunday, May 7, 2017 – Maria will send out a sign-up genius

Board will donate materials to a summer fun raffle basket

- Fundraising is a full board committee
45th Anniversary Event for the fall- October (early to mid)-a staff member is getting married in October.

-Barbeque or chili cook off event for June- Sunday June 10th
Maria’s husband has band that could play
- Creating visuals for our scholarship goals and purposes will be another task for the fundraising committee

Meeting Adjourned at 9:22 pm

Next Meeting: May, 2017

Board continued in executive session.

Upcoming dates:

May 19th -TCDN Board Picnic --6-9 pm approx. –subsequently cancelled