



TCDN
Board Minutes
February 28, 2017
7:30 pm
SASC

Board Members:

Sara Levinson, Dana Semos, Deborah Hansen, Corinne Weidner, Kevin Bovard, Lisa Godlewski, Dan Grodner, Josephine Park, Lily Huffman, Renee Pollins, Richard Coe, Mark Turbiville, Chris Hanlon

Cindy Murray -Director

Guest: Maria Blessington (preschool staff member)

Absent: Jesse Thompson, Mel Jurist, Shirley Robinson, Tom Saylor

I. Opening from Board Vice- President –Dana Semos

Motion to approve minutes from last month

II. Director's Report – Cindy Murray

No questions were asked.

V— Fundraising Committee /Cooperative Committee – Jo Park.

Jesse and Jo met with Michele in the office. Bingo night is coming up on March 24th and the committee would like to set a higher goal, \$3,000. If we get donations and sponsoring of Bingo tables we should be able to reach that goal.

Looking for 5 Basket donations and up to 12 table sponsors (\$100.00).

The Board brainstormed basket ideas and decided that each program could probably put together a themed basket. The following basket themes were assigned to a board member/family/ staff to lead the drive for contributions.

Basket themes were chosen and board members assigned to monitor and organize with help from the staff. Request was made to have Michelle send out an email to all the parents with the lists of baskets and invite parents to make contributions. Dana and Sara will draft the email.



Questions were asked to get Tax ID copies and a letter to give to potential sponsors.

Would like another fundraiser later in the spring and then a big party for the 45th anniversary

Jo and Cindy also discussed a draft of the letter regarding the change in the cooperative fee collection. There will no longer be a service option, but the letter will include requests for support with service projects (offer a few a year) that would include the children. The letter will go out with the contract, should go out really soon.

VII. Program Committee – Deb Hansen

Program committee is planning a fun foods afternoon. The original date does not seem to work for many people. The committee will re-evaluate the date. Board thought the idea of a fun family food and nutrition event sounds like fun. A couple of people thought it could be another opportunity to do a little fundraising. They also thought it would be reasonable to charge a small amount to recoup any cost of materials.

IV. Personnel --Renee Pollins

Nothing to share from the personnel committee

VIII. Governance Committee- Dan Grodner

The governance committee discussed the letter that will go out regarding the cooperative committee.

Parents have been making multiple enrollment changes especially in the after school program. Committee would like to draft a policy that limits the number of enrollment changes to September and January.

Committee is taking steps for setting up the family survey. May include questions about many of the issues the board has been discussing. Survey should be complete by the beginning of April and the disseminated and completed by June.

Most of the time was spent discussing need for renovations to the play area at the preschool. Developing the plan might cost as much as \$10,000 to \$11,000 for the plan. Renovations may be double the cost or more. Work with the lease with the church regarding guaranteeing the use of the playground space. The future of the former ABC house is also an issue.

Two action items: 1.) set up a playground committee and 2.) set aside \$10,000 to begin the planning process and to set up an outdoor classroom. Motion to set up a playground committee was passed. Four board member expressed interest in being a part of the playground committee



V Finance Committee- Chris Hanlon and Corinne Weidner

Finance committee sent out the finance reports and plan regarding tuition increases to board members before the meeting began. One board member asked about a site-by-site break down and wanted to get a little bit more information about the need to increase tuition.

Preschool site lost money (50,000 per year with prorated admin. costs) and only the WASC also lost a small amount of money. During the first half of this year we were running a deficit. The highest cost of programs is staff salaries. The new classroom is bringing us closer to break even at the preschool site.

Committee would really like to bring a small increase in salaries for the staff.

Comps in the area set tuition at a similar price point. Kehillah was the most comparable program. The ducklings are more expensive than Kehillah's program and the preschool costs are higher by about \$100 per month. Concerns were raised about over pricing tuition and the consequences on diversity with in the programs. Commitment to continuing to raise funds for maintaining the scholarship fund was reiterated. Various issues have been raised regarding repercussions of continually increasing tuition.

Chris talked a little about the process for budgeting. Decisions for tuition, salary increases and then budget. He is hoping to streamline and improve the timeline. Programmatic information should be planned for and decisions should be made the summer before to adequately address the needs of the budget the following year.

A motion was presented to move ahead with the tuition increase as presented. Motion was seconded and the motion passed.

Trinity Lease negotiations have continued and we are now waiting for the church to get back with some new language. Rick will have a lawyer review the lease. It will be forwarded to board members when it has been reviewed.

Motion was made to adjourn and seconded. Meeting adjourned at 9:00 pm.

Next Meeting: March 28th, 2017 at the Preschool site in fellowship hall