

TCDN Board Meeting Minutes

October 28, 2014

7:30pm

Swarthmore After School Club

Attendees: Andrea Borrelli, Rick Coe, Lily Huffman, Shannon McFadden, Jim McCambridge, Cindy Murray, Bankole Songonuga, Mark Turbiville, Tami Wible
Absent: Mel Jurist, Jill Kerr, Sara Levinson, Yong Shuai

Consent Agenda

1. Approval of September 30th Board Meeting Minutes *Approved*
2. Director's Report October 2014
3. Financial Statement + Review for October, dated November 2014

Meeting called to order and consent agenda approved, 7:38 pm

Discussion Agenda

1. **Director's Report**

Cindy reported that the preschool Site Coordinator job description has been posted on several sites and at several colleges. Fifty resumes were received; 10 interviews scheduled. All interviews were attended by Cindy + Kim Mills; other preschool staff were invited to review resumes + suggest interview questions. Four strong candidates have been identified and three finalists will be invited for a final interview.

Pat Dehaven has been requested to assist in the interim to handle teacher PTO requests; substitutes have been scheduled to cover the coordinator's classroom time for the next two weeks.

2. **Governance Committee Report**

Jim summarized the Governance Committee's assessment of current and potential future use (expansion) of Trinity's space. A meeting is scheduled for 11/3 with Trinity's ABC House Committee. The current Thrift Shop space is the most desirable for preschool expansion, in part due to larger expansion opportunities. Expansion goals are addition of an expanded toddler room and one additional family-grouped preschool room, totaling 20 new children to the program. Cindy updated the board on the new website which will include the new logo and banner photographs. The recommendation is to not update the old website. A new Board page is being investigated / developed for the website, as well as a fundraising page. A few additional photographs are being sought, staff biographies are being updated and some text changes made before going live.

3. **Cooperative Committee Report**

Shannon summarized the committee's meeting which discussed roles, goals, and focus on fundraising for TCDN, scholarship funds + community efforts. Two main events are planned: Bingo on 1/23 @ 6pm and Stuppy. The revamped Cooperative Donation calls for a \$50/family donation or a volunteer option with funds used for improvements at donors' children's site(s). The committee would like to distribute funds based on need next year; Bingo funds go to TCDN. Stuppy is the only scholarship fund opportunity.

Revamping of Stuppy to yield a more profitable event is being investigated, including reinstating an actual run back at the college, moving the timing of the event to the morning, soliciting Strath Haven Cross Country support, etc. Timing of the event will be end of April / beginning of May.

4. Personnel Committee Report

Tami stated that the committee is primarily focused on the meal and rest period policy that was approved by the Board at the end of the summer and rolled out in August. Personnel issue has been resolved.

5. New Business

- An update was requested regarding the posting of Board Meeting minutes.
- Security concerns at the SASC facility in comparison with the preschool were raised. While past boards felt that additional security could restrict program flexibility and not provide any real security, a Security Taskforce has now been established. The Taskforce (Lily, Sara, Andrea) will evaluate security at each site and develop recommendations.

Meeting adjourned at 9:10 pm.