

TCDN Public Board Meeting
Tuesday, April 27, 2021
7:30 p.m.

A public board meeting was held by videoconference and telephone. All participants could hear one another.

Board members present: Corinne Weidner, Renee Pollins, Jennifer Peck, Kevin Bovard, Diane Ibrahim, Gina Pierson Furia, Dana Semos, Beth McNally, and Dan Grodner.

Executive Director: Theresa Snyder

Approve Board meeting minutes:

Dana moved to approve the March Board Minutes, Renee seconded, and the remainder of the Board was in favor.

Director's Report

Program

- Summer registration is open. Average FTE is 39 per week. Providing care to 72 children during the summer; many of whom have signed up for multiple weeks. Three weeks of summer care are now completely full.
- Preschool, OASC, WASC, NPASC, all up for DHS renewal. All passed with no sanctions.
- Week of the Young Child was in March; each classroom/center completed special activities each day.
- OST programs operating PM Explorers (16), SASC afterschool (17+8 Exp.), OASC afterschool (9).
- Enrollment for OST 2021-2022 school year in FTE (will do another big push in about a month to remind parents)
 - BSC 19.4
 - AMK 13
 - PMK 17.8
 - NPASC 9.8
 - SASC 38.6
 - WASC 8.6
 - Total families served 69 (was around 200 when fully operational)

Personnel

- Continuing to advertise for teachers with \$300 signing bonus, and a \$150 referral from current staff.
- Continuing to try to recruit for summer and after school program teachers.
- Hired two teachers for the Preschool, unfortunately one teacher did not make it through her provisional and was let go.
- Received a letter from a few staff concerning the use/management of PTO, along with negative communication and changes occurring at the preschool. There will be a meeting with a few staff on April 28th to address concerns.

Health and Safety

- One COVID exposure in the preschool. Child tested positive. Closed the Cricket classroom for 4 operational days. (Child out of center for 10 days). Classroom will reopen on Monday April 26 if there are no further cases.
- Removed all staff food from the classrooms. Rearranged the staff lounge to accommodate a refrigerator for staff lunches. Need to put a new 220 line in to accommodate new refrigerator. Waiting on permission from the church and locating a reasonable electrician. Still on the horizon.

Finance/ HR

- Budget planning for next year continues.
- Open enrollment for health insurance ended April 23rd- all went well.

Other

- Board Professional Development on Fundraising went well.

Fundraising Committee

- Swag order forms completed; 102 items ordered. Looking at about \$250 net.
- Virtual run planned for the middle of June. Next steps to finalize a gift- looking at water bottles. Looking at free social media, person to person marketing to expand reach outside our parent community.
- Started discussing the board training, building our database of donors, and how best to express our gratitude to donors.
- Rethinking where our fundraising dollars are going, maybe a different part of our program would resonate more instead of tuition assistance.

Governance Committee

- Board Recruitment: Three strong candidates. Committee will make a recommendation at the May meeting and take a vote to approve new members.
- Diversity & Inclusion Task Force: Two board members have volunteered and some staff are interested. Theresa will work with the Governance/Executive committee to prepare a note to invite anyone who is interested in joining the task force. Position us to hit the ground running in September.

Miscellaneous

- 2021 LaSalle Board training on fundraising reviewed. The Fundraising Committee is thinking over donor appreciation tactics as well as what TCDN's fundraising message should be and what resonates most with donors.

Meeting Adjourned

Next Board meeting is May 25, 2021