

TCDN Public Board Meeting
Tuesday, April 26, 2022
7:30 p.m.

A public board meeting was held in person at SASC.

Board members present: Kevin Bovard, Aaron Granger, Lisa Godlewski, Dan Grodner, Diane Ibrahim, Beth McNally, Jennifer Peck, Rachel Smuts, Corinne Weidner, Gina Furia, Karen Golden

Board members absent: James Levine, Amy Pedergrana

Executive Director: Theresa Snyder

- **Approve public board meeting minutes:** Aaron moved to approve the March minutes, Rachel seconded and the remainder of the board was in favor.
- **Director's Report**
Program
 - Week of the Young Child was 4/2-4/8. In the preschool many parents volunteered and led the children in singing songs, some played musical instruments, and many read stories to the children.
 - OST took a walking field trip to Scott Arboretum, and for Spring Break Nina Clark joined SASC and completed some wonderful and creative art projects.
 - Summer Camp is full for all weeks, with limited enrollment.

Personnel

- Staffing shortages continue. CBS Sunday morning did a report on child care shortages. There are 7,000 openings in PA alone.
- Part-time Preschool teacher resigned due to health issues.
- For the Preschool, TCDN needs 3 full-time teachers and 1 part-time teacher. For the OST programs 4 part time teachers are needed.
- A new Finance Manager- Donna Mentz- was hired and will be joining TCDN mid-May. Donna comes to TCDN with previous nonprofit experience.
- An OST Director- Ursula Peterson- was hired. Ursula comes to TCDN from Norris Square. She will also be joining in mid-May and will overlap with Pat for a period to ensure training and a smooth transition.
- Hired two summer camp staff.

OCDEL/ Covid

- The mask optional transition went well, there are some families who request that their child/ren continue to wear a mask. A few teachers are continuing to wear masks.
- Six positive COVID cases from March 22-April 20th. All cases were OST children.

Finance/ HR

- Continued to use a temporary agency for 5-10 hours per week to help with finances. Temp agency will discontinue help mid-May.

- Issues continue to arise with ADP in regard to unemployment claims. Per contract, ADP should be paying claims however TCDN keeps getting bills.
- Healthcare open enrollment is now going on for staff. Staff appreciate TCDN's increased contribution to plans.

Other

- The Preschool, NPASC, and WASC were re-certified by DHS. Inspection was completed in person. All went well.
 - There were some challenging behaviors at the centers last month: One teacher was punched in the face by a preschool child and received a black eye. The parent is trying to get support but has not yet been successful do to shortages. A different teacher had their glasses broken by a school aged child while the teacher was trying to prevent the child from destroying the room. The preschool is working with families to provide services.
 - Participated in First Up Days of Hiring campaign, March 29-31. Unfortunately, there were no prospects.
 - The migration from EZ Care (was bought out by ProCare) to ProCare has become an issue. Concerns with customer service and ProCare not following through with promised functions and programs for families. Looking into other enrollment programs. ProCare can't accommodate TCDN's billing needs given the structure of our programs- multiple sites etc.
 - Majority of the new furniture and equipment, purchased through the ARPA grant, has been delivered to the centers.
- **Fundraising Committee**
 - Discussed holding a restaurant night on either May 18th or 25th with Occasionally Yours. Cost would be \$30 a meal, \$4 per person for dessert. Can open to the community too. Will do a flyer and put up on social media.
 - 50th anniversary celebration update included a poll for different dates and locations. Board was leaning toward Towne House for the event. Gina to reach out to Towne House to finalize date and get a contract.
- **Governance Committee**
 - Finalized family and staff survey. Surveys will be going out soon and will be reviewed at the June board meeting.
 - Governance continues to work on updating the board handbook. Updates should be complete within the next month.
 - Continue to keep an eye on the ever changing Covid situation in the schools. Explorers and SASC went mask mandatory again due to a rise in cases at SRS.
 - Discussed board recruitment efforts and how to get more interest. Specifically looking for board members with marketing, communication, finance, and project management skills. Lack of diversity continues to be an issue in board recruitment.
 - Discussed opening the topic of board recruitment and diversity up to the DEI task force for assistance.
- **Communications Taskforce**
 - Taskforce updated the TCDN Facebook page and started an email campaign to increase likes for the page. Likes have doubled to date. The taskforce will keep working on social media.

- **DEI Taskforce**
 - Taskforce had to push out latest meeting due to spring break schedules.
 - Taskforce members continue to work on the anti-bias training and how to incorporate into staff trainings most effectively.

- **Next Board meeting is May 24, 2022 – Location To Follow**