

MOODY EARLY CHILDHOOD CENTER  
Board of Directors Monthly Meeting  
January 17, 2020

Present: Ms. Massey (Presiding), Ms. Kinnear, Ms. Brown, Dr. Prochaska, Ms. Doherty, Ms. Miller (Executive Director), Ms. Garcia (Your Part-Time Controller)

Absent: Ms. Templer, Ms. Adams

Ms. Massey called the meeting to order at 1:02pm.

Ms. Kinnear moved to approve minutes from the November meeting, seconded by Ms. Brown. Ms. Doherty noted that the minutes should refer to Dr. Jennifer Goodman from Odyssey Academy not as a potential board member, but as a possible trainer for Board compliance training moving forward. Motion passed unanimously.

There were no members of the public present at the meeting for public comment.

Ms. Garcia presented and reviewed the monthly board memorandum and financial reports. Budget amendments were noted as likely being needed, and these would be discussed further and finalized by the Finance Committee before being brought formally to the Board for consideration (likely at the February meeting). These include amendments for upgrading our website and online presence as well as our marketing efforts.

Ms. Brown moved to raise limit for requiring dual signatures of checks to \$2,500, seconded by Ms. Kinnear. Motion was passed unanimously.

There was no report from the Government Affairs Committee.

Ms. Massey reported on behalf of the Resource Development Committee that Permanent Endowment Fund grant for next fall requires a letter of intent. It was submitted on the 13<sup>th</sup> with a request for \$226,000 for scholarships and \$26,000 for underwriting family engagement. We are now awaiting their request for a full application. Ms. Massey noted that the United Way of Galveston has released its application for proposals, which is due shortly. Ms. Massey noted that MECC owes the Moody Foundation a full report for our first grant by early February. The Meadows Foundation is also expecting a report for its grant. Ms. Massey, Ms. Miller and staff will be working diligently on getting these reports submitted. Ms. Massey noted that the professional development grant has a report due now as well, but the grant is due to be completed by April. A request has been made to submit only a final report, rather than the current one due and a final report in April. The Philanthropy Roundtable is requesting nominations for recognizing grant makers who lead innovations in education. Ms. Massey noted that MECC is nominating the Moody Foundation for this award.

Looking forward, Ms. Massey noted that development activities need to be institutionalized within MECC in the form of a formal person responsible for all areas of development, including grant searches, grant writing, relationship building, reporting, etc. She noted this would not simply be a grant writer, but a more broadly tasked position for sustaining and growing MECC into the future. Board also discussed a need in the near future to raise salaries among teaching staff to remain competitive in the region. Both will be explored moving forward by relevant committees.

Dr. Prochaska reported that Dr. Kaul (a health economist at UTMB and new parent) is ready to engage with MECC as a potential board member. The Governance Committee's search continues for a possible Board Member with legal expertise. John will reach out to Tony Brown for suggestions this coming month.

Ms. Doherty reported that the Board of Advisors met in December. Ms. Miller presented the latest GISD report to the Board of Advisors. This group will begin meeting twice a year starting this calendar year.

Ms. Miller provided an update of current scholarships being awarded.

Ms. Miller distributed and reviewed her monthly report to the Board. NAACE training is complete and we are awaiting their accreditation site visit. Ms. Miller noted that the Board's MECC official emails are now active. She provided updates on partnerships. Ms. Miller announced that Dr. McKinney will be serving MECC as Director of Education. Dr. McKinney will be attending the next Board Meeting for formal introduction.

Ms. Miller presented the TEA-released school report card for MECC. She explained how we were paired with the district since we do not have students that STARR test. She next reviewed the district's annual TPEIR report for kindergarten readiness with the Board and addressed any questions the Board had.

The Board adjourned its monthly meeting at 2:36 pm.