



Giving every Galveston child the opportunity to soar

Moody Early Childhood Center
BOD Minutes
Friday, July 26, 2019
1:00 p.m. in the Family Engagement Room, Room #111
1110 21st Street
Galveston, TX 77550

In Attendance:

Betty Massey, Jeri Kinnear, Weez Doherty, Angela Brown, Renee Templer, John Prochaska

Absent:

Erica Adams

Staff:

Karin Miller, Christina Wells

Ms. Massey called the meeting to order at 1:01p.m.

On a motion by Ms. Kinnear and a second by Ms. Doherty, the minutes of the June 28, 2019 meeting were approved as corrected.

There were no members of the public present.

Ms. Miller reviewed her Executive Director's report noting that there were about 90 kindergarten, PreK3 and PreK4 students enrolled for the summer with GISD set to reimburse MECC for the personnel costs of the summer program which ended the previous week. Two tuition-paying classrooms of students are remaining until the start of school. PreK3 enrollment stands at 68 students with fully completed paperwork and another 22 in process with the pace of registration inquiry increasing every day.

Ms. Miller updated the board on the need for timely diagnosis of special needs among MECC students and the letter of inquiry sent to Episcopal Health Foundation in early July. The board encouraged Ms. Miller and Ms. Massey to pursue the possibility of a similar grant with the Sealy Smith Foundation, and Ms. Massey will follow up.

Ms. Miller told the board about the Galveston Daily News shoe drive and other similar efforts by community organizations.

Committee reports were next on the agenda with Finance Committee first up. Ms. Wells and Ms. Brown reviewed the reports distributed in advance of the meeting with the board agreeing to the following expenditures from the capital account:

- \$1,600 to complete work in Mr. Ford's office; a yet to be determined amount to install the new commercial grade washers and dryers;
- \$6,400 for the refreshing of the paint throughout the school;
- Approximately \$17,000 for the two contracts to be discussed later in the meeting if those contracts are approved.

There is a possibility that one of the TEA grants will reimburse MECC for the purchase and installation of the commercial washer and dryer, but that is undetermined at this time.

Ms. Wells is in the process of auditing credit card purchases from the Professional Development and Operating accounts and noted that it is likely that there are costs that should move from the Operating account to Professional Development.

Once the First Presbyterian Church donation to Erin's House is expended later this summer, the board authorized that account to close with Erin's House now being a budget line in the general Operating budget.

The Scholarship fund will be replenished on August 15th with the first payment of the Permanent Endowment Fund grant.

Ms. Wells will work up a cash flow for the next two months.

Ms. Brown then initiated discussion of the 2019/20 budget with the conclusion being the following action:

- a. Defer review and adoption of the budget pending a Finance Committee review on August 6th. Committee members will forward questions to Ms. Wells and Ms. Miller who will prepare a new draft budget with notes.
- b. Ms. Massey will call a special board meeting on August 9th at 4:00 p.m. for the dual purpose of reviewing the strategic plan draft and reviewing and taking action on the 2019/20 budget.

The Governance Committee report was deferred to Executive Session.

Ms. Massey presented the Resource Development Committee report asking the board for thoughts on the Annual Fund approach she presented in the board packet. In general members thought it was an acceptable way to begin to create an individual donor base for MECC and asked the committee to proceed. Ms. Miller suggested adding the Cynthia and George Mitchell Foundation to the list of possible donors. Board members suggested a comprehensive look at local civic clubs and other community based organizations for smaller donations. Ms. Massey will work on assembling that list over the next month.

Ms. Doherty did not have a report from the advisors.

Ms. Miller and Ms. Wells reviewed the contracts presented in items 8 a. and b. in the board packet. After questions and discussion, on a motion from Ms. Kinnear and a second by Ms. Doherty, the board approved both agreements with a unanimous vote.

Ms. Brown and Ms. Wells presented the "My Part Time Comptroller" contract; Ms. Kinnear made a motion which Ms. Brown seconded to approve that contract. The motion passed unanimously. The board also authorized Ms. Miller to engage temporary help for Ms. Wells to catch up on work.

Dr. Prochaska joined the meeting at this point. Having dealt previously with an update on the Teen Health Center (construction is drawing to a close) and strategic planning (next meeting on that subject is August 9th).

Ms. Massey excused Ms. Wells and Ms. Miller and at 3:15 p.m. adjourned the meeting into Executive Session to deal with personnel issues. At 4:00 p.m. the board reconvened in open session and took the following action: On a motion from Ms. Kinnear with a second by Dr. Prochaska, the board voted unanimously to extend a 5-year contract to Ms. Miller with the form and substance of the contract being in compliance with MECC's new status as an in district charter school, at a salary \$5,000 higher than her current salary, with the salary increase to be implemented at a time in the next fiscal year agreed upon by the board.

On a motion duly made and seconded the meeting was adjourned.