

MOODY EARLY CHILDHOOD CENTER
Board of Directors Regular Meeting – COVID Outbreak
Videoconference via Zoom
June 26, 2020

Present: Ms. Massey (Presiding), Ms. Brown, Dr. Prochaska (joined late at 1:44 pm), Ms. Doherty, Dr. Brown, Mr. Parker, Ms. Miller (Executive Director), Ms. Palmer (Your Part-Time Controller)

Absent: Ms. Adams, Ms. Kinnear

Ms. Massey called the meeting to order at 1:09 pm. A quorum was present.

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

Ms. Palmer reviewed the financial reports current as of May 31st that had been distributed to the board in advance of the meeting. Following discussion, on a motion from Ms. Brown and a second by Mr. Parker, the financial reports were accepted as presented unanimously.

The Board discussed financial impacts related to the COVID shutdown through July 7th. It was reported that the shutdown has resulted in a \$25,000 - \$40,000 estimated loss. Estimated payroll expenditures during this time was \$63,000.

There was discussion of planning for future shutdowns, payment of staff during shutdowns (including the current 2 week precautionary shutdown we are currently experiencing, and other related topics. These planning efforts were referred to the finance committee for further exploration and recommendations.

Ms. Brown moved (with Dr. Prochaska seconding) to continue paying staff through July 7th and to reevaluate the situation at that point as to whether the Center is able to reopen or not. The motion passed unanimously.

The Board was updated on the status of the early Head Start proposal.

Ms. Miller presented her Executive Director report. She reviewed enrollment and presented the upcoming academic year's employee and family handbooks. Ms. Miller updated the board on hiring efforts for the upcoming 2020-2021 academic year. She also reported that migration of paperwork to online platforms is proceeding as planned.

A motion by Ms. Doherty (seconded by Dr. Brown) to approve the handbooks was passed unanimously.

Ms. Massey reported MECC being awarded \$150,000 from the Permanent Endowment Fund in support of our scholarship program.

The Board adjourned its meeting at 2:33 pm on a motion by Ms. Doherty, seconded by Mr. Parker.

Respectfully submitted by Dr. John Prochaska, MECC Board Secretary