

MOODY EARLY CHILDHOOD CENTER
Board of Directors Regular Meeting
Videoconference via Zoom
October 23, 2020

Present: Ms. Massey, Ms. Kinnear, Ms. Brown, Dr. Prochaska, Dr. Brown, Mr. Parker, Ms. Adams, Ms. Doherty, Ms. Miller, Eric Wilson (YTPC), John Peavy (YPTC)

Absent: None

Ms. Massey called the meeting to order at 1:07 pm.

A quorum was present.

The Board introduced themselves to our new YTPC representatives (Mr. Wilson and Mr. Peavy).

YPTC reviewed the September financial reports and Memo to the Board. There was discussion about the timing of the PPP Loan forgiveness application. Current recommendation by YPTC is to wait just a bit longer until more guidance is released by the SBA. The Board reviewed and discussed the monthly budget and cash flow reports.

Ms. Brown reported that we expend \$6,500 per month at YPTC. Ms. Miller reported on expenses from when we had a bookkeeper. The consensus was that it would be more cost effective and robust to remain with YPTC rather than employing our own employee. Ms. Miller reviewed current financial and accounting practices, processes, and procedures.

Ms. Miller introduced Stephanie Coleman, who oversees family engagement. Ms. Coleman reviewed the current status of the scholarship program and promotion of workforce commission subsidies. She reviewed current course offerings and other programs being offered for MECC families, both on and not on scholarship. She also reviewed upcoming community activities.

Dr. Prochaska had to leave the meeting at 2:15pm. Ms. Massey took over minute-taking.

Ms. Massey provided a report from the Governance Committee. That committee will meet on November 5th to review the updated Strategic Plan in preparation for a presentation to the full board at its November meeting. Ms. Massey also presented the Resource Development Committee report which included the following information:

- a. The Cullen Foundation declined MECC's request for help with COVID related expenses;
- b. A request to the Kempner Fund for general operating support was submitted in early October;
- c. A request to the Brown Foundation for help with COVID related expenses was submitted in October;

- d. A request to Buccée's for help with the establishment of a community garden was submitted in October;
- e. The Ippolito Foundation general operating request is still pending;
- f. Coming up before the next board meeting are requests to the Bromberg Charitable Trust and the Del Papa Family Foundation and the Herzstein Foundation.

Ms. Doherty, a member of the Resource Development Committee, raised a widely held concern that MECC's operational costs outpace its ability to generate income. Despite robust efforts to garner philanthropic support, raise funds on a grass roots level with efforts such as the recently launched Harness Fundraising site, and Ms. Miller's diligence in holding down operating expenses, MECC is facing a large deficit at the end of this fiscal year. The board discussed obtaining some outside help in reviewing its operational model and identifying new income streams. Ms. Massey will reach out to Carol Shattuck, the retired executive director of Houston Children's Collaborative and a MECC Advisory Board member to start this process.

Mr. Parker reported on the Scholarship Committee meeting, stating that there was just one scholarship up for review in October, but that he and Ms. Doherty expected to be busier in future months.

Ms. Adams suggested that MECC board members engage with the district on the superintendent with Galveston board members volunteering to talk with specific trustees.

Ms. Miller began her report noting that enrollment is continuing, and staff has launched an aggressive recruitment campaign.

The Board adjourned at 3:44pm.

Respectfully submitted by Dr. John Prochaska, MECC Board Secretary