

MECC minutes 9/25/20

In attendance: Jeri Kinnear, Amber Brown, Angela Brown, Weez Doherty and Betty Massey

Absent: John Prochaska, Marcus Parker and Erica Adams.

Staff: Karin Miller and Irazema Garcia

Ms. Massey called the meeting to order at 1:10pm. On a motion from Ms. Kinnear and a second by Ms. Doherty the minutes of the August 28,2020 board meeting were approved as distributed.

Next on the agenda were the following committee reports:

- a. Governance and Board Development-In the absence of Dr. Prochaska, Ms. Massey stated that the committee did not meet this month. The next meeting will include the entire MECC board and the topic of discussion will be the update to the 2019-2022 Strategic Plan. That meeting is to be held via Zoom at 1:00pm on Friday, October 2nd.
- b. Resource Development-Ms. Massey chairs this committee and reported on the meeting held earlier this week. The operating budget goal for the 2020/21 fiscal year is \$600,000 with \$195,000 in scholarship funding and \$15,000 in United Way funding already secured. Requests outstanding at this time include a \$72,000 request to the Cullen Foundation, a \$40,000 request to the Kempner Fund and a \$10,000 request to the Ippolito Foundation. The committee worked together on a plan for foundation fundraising and began a discussion of the concept of a "Champion" driven individual donor campaign to kick off at Valentine Day.
- c. Finance-Ms. Brown led the board through a review of the 2019/20 year- end financial position which engendered several questions to be posed to YPTC. Ms. Brown stated that the Finance Committee is working with Ms. Miller to evaluate the efficacy of continuing to employ YPTC and will bring a recommendation to the full board at its regular October meeting. On a motion from Ms. Brown and a second by Ms. Kinnear, the board voted unanimously to authorize Ms. Brown, Ms. Massey and Ms. Miller as signatories on the Center's Line of Credit at Moody Bank.
- d. Scholarship-Ms. Miller stated that there was only one scholarship reviewed at the September meeting. Ms. Doherty had been unaware of the time and date of that meeting but will join the committee in October.
- e. Government Affairs-Dr. Brown and Ms. Kinnear did not have a report.
- f. Board of Advisors-Dr. Brown and Ms. Doherty have scheduled a Board of Advisors meeting for October 1st. Helena Aucoin is the incoming chair. Dr. Brown made the case for leaving the membership of the Advisors as is and for identifying projects to engage their energy and expertise.

Ms. Miller then presented her report, first introducing Irazema Garcia who reviewed the enrollment process, attendance for students and staff and other parts of her responsibilities. Ms. Miller then presented the "cost per student" estimates; following discussion, the board and Ms. Miller settled on a comparative cost per student in the 2019/20 school year versus the "count day" 2020 status and a presentation to the board at a future meeting.

On a motion from Ms. Kinnear and a second by Ms. Brown, the board authorized Ms. Miller to execute the audit engagement letter. On a motion from Ms. Kinnear and a second by Dr. Brown, the board approved the 2020-21 Campus Improvement Plan, noting that the document may change depending on changes to the Strategic Plan.

On a motion duly made and seconded the meeting was adjourned at 2:20pm.