

MOODY EARLY CHILDHOOD CENTER

Board of Directors Special Meeting – Pay for Employees during COVID-19 Shutdown

March 16, 2020

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

Absent: None

Ms. Massey called the meeting to order at 3:03 pm.

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

Ms. Massey presented to the Board that a resolution is needed to determine continued salary coverage for our MECC employees (exempt and non-exempt) during the COVID-19 shutdown. She and Ms. Miller reported that in general, we are following GISD's lead on responding to the shutdown. GISD had committed to paying its staff through the end of this week and would be voting on future action this evening.

It was recommended that the Board approve paying staff salaries through and including the April 10<sup>th</sup> paycheck at this meeting. This would allow us time to better assess the situation and get more information before our next regular board meeting next week. The Board was supportive of our staff and desires to keep them funded as best possible during this crisis.

Ms. Miller noted that while teachers are making lesson plans for their students and sharing them, that MECC would be receiving our average daily attendance funding from the State. Our teachers are doing so.

Ms. Garcia reviewed our financial forecasting and the Board discussed her report. Estimated losses to MECC by keeping our staff paid is approximately \$93,000 per month. Ms. Massey and Ms. Miller are meeting with the Moody Foundation later this week to discuss this issue, including potential mechanisms to bridge this gap, including the possibility of a no-interest loan to bridge us until federal or state assistance may come (if at all).

Ms. Miller noted that while we do have business interruption insurance, pandemics are not covered explicitly in the plan. However, our insurance agent has advised us to file a claim regardless, and we are doing so.

The next board meeting will include discussions on this bridge loan idea, updates related to the business interruption insurance claim, unemployment options for staff if such a route ever becomes necessary, and the potential for supporting UTMB in its emergent childcare needs for providers.

Ms. Miller also discussed plans for a possible summer education program for our 3- and 4-year-olds to help make up the days of instruction lost during this shutdown.

Ms. Adams moved, seconded by Dr. Prochaska, to extend salary coverage to all MECC staff through the April 10<sup>th</sup> paycheck pay period. The motion carried unanimously.

The Board extended support for and well wishes to all MECC staff and families during this crisis.

The meeting adjourned at 3:43pm.