

Minutes of the Board meeting of August 26, 2022

Present: Deborah Jones Betty Massey, Jeri Kinnear, Elizabeth Sanchez Kennedy, Weez Doherty, Angela Brown, Dustin Henry

Absent: Erica Adams, Karen Ratcliff, John Prochaska, Amber Brown Amber, Marcus Parker

Staff: Karin Miller, Justin Clem, Malia MacKenna

Ms. Massey called the meeting to order at 1:05 pm. A quorum was present, and there were no conflicts of interest. Ms. Miller introduced Malia MacKenna, the Infant and Toddler Family Advocate, and Justin Clem, the PreK Family Advocate, who presented information in response to Ms. Doherty’s request that the board be updated on security and safety procedures. Attached to these minutes is a copy of the power point that Ms. MacKenna and Mr. Clem used in their presentation. Following a robust discussion, the board suggested that Ms. Miller obtain costs to replace outer doors on the building and then approach GISD about undertaking that capital project. Ms. Massey thanked the two Family Advocates, who then left the meeting.

There were no minutes for the June and July meetings, so that agenda item will be deferred until the regular September board meeting.

Ms. Brown then began the financial reports.

- a. She reviewed the 11-month financials, responding to questions from several board members. Ms. Kinnear and Ms. Massey complimented her on the summaries of Finance Committee meetings that she is providing to the board each month. On a motion by Ms. Brown and a second by Ms. Kinnear, the board unanimously accepted the September 2021-July 2022 financial reports.
- b. Ms. Massey asked that the board confirm the renewal of the Moody Bank Line of Credit at the current \$300,000 level. On a motion by Ms. Kinnear and a second by Ms. Kennedy, the board unanimously affirmed the renewal of the Line of Credit and authorized signatures by the appropriate board officers.
- c. Ms. Miller presented a contract for cleaning and landscaping services as recommended by Finance Committee. On a motion by Ms. Brown and a second by Ms. Kinnear, the board unanimously approved the contract for the 2022/23 fiscal year.
- d. The board then turned its attention to the proposed capital budget for 2022/23. Ms. Massey explained that this was the first time the board was being presented a

capital budget. She took responsibility for this past error in procedure. Ms. Miller reviewed the budget in detail, responding to questions from board members. Following that discussion, on a motion by Ms. Kinnear and a second by Dr. Jones, the board unanimously approved the 2022/23 capital budget. Ms. Miller noted that the replacement of strollers and the purchase of curriculum were the two most urgent needs.

- e. The final item under the Finance Committee reports was the review of the 2022/23 operating budget. Ms. Miller and Ms. Brown responded to questions from the board about budget detail. Ms. Massey noted that the operating deficit was projected to total \$1,191,687. That deficit would be overcome with a carryforward of operating cash totaling \$323,000, thus reducing the deficit to \$868,687. The board is aware of at least two sources of one-time funding projected to be received in the 2022/23 fiscal year: a) \$712,000 in additional Childcare Relief Funds; and b) \$837,000 in Employee Retention Funds. In addition, there is a possibility that the EIDL loan of \$750,000 might be forgiven. (In an earlier discussion, the board had instructed Ms. Miller to discontinue payments on that loan, awaiting an outcome of reported federal discussions of forgiveness.) Following a robust discussion, Ms. Kinnear made the motion to approve the 2022/23 operating budget and to authorize the use of up to \$875,000 in one time funding to balance that budget. Dr. Jones seconded the motion, and it carried unanimously. Board members noted that as they launch long range planning for MECC sustainable funding will be an issue.

With the thanks of the board, Ms. Brown concluded the Finance Committee report. Resource Development reported that funding consultant Carol Shattuck continues her work to identify a wider range of funding sources for MECC. The Scholarship Committee reported that there were 12 children on a waiting list for scholarship assistance. Ms. Massey made the suggestion that the Committee deploy the remaining \$20,000 from the Scholarship account knowing that it will be replenished in September with a \$150,000 from the PEF pledge. The board agreed, and Ms. Miller will so inform the staff and committee. Government Affairs did not have a report.

In the absence of Dr. Prochaska, the Governance Committee report was deferred until September. Ms. Massey and Mr. Henry reminded the board of the September 14th workshop and told them that material to help prepare the board for discussion will be sent out shortly.

Ms. Miller reviewed her report that was part of the board packet. With time running short, on a motion duly made and seconded, Ms. Massey adjourned the meeting at 2:58pm.