

MOODY EARLY CHILDHOOD CENTER
Board of Directors Regular Meeting
Videoconference via Zoom
July 31, 2020

Present: Ms. Massey (Presiding), Ms. Brown, Dr. Prochaska, Ms. Doherty, Ms. Adams, Dr. Brown, Mr. Parker, Ms. Miller (Executive Director), Ms. Palmer (Your Part-Time Controller), Ms. Monica Brown (GIA)

Absent: none

Ms. Massey called the meeting to order at 3:05 pm. A quorum was present.

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

Ms. Brown and Ms. Miller introduced Monica Brown from GIA, who presented an overview of our current insurance coverage policies. She reviewed materials provided to the Board. These included overviews of our playground policy, flood coverage, directors and officers coverage, indemnity, and umbrella coverage. There was discussion of liability coverage for our teachers and staff, and Ms. Brown explained this was covered in our existing policies. At the Board's request, Ms. Brown will be sending estimates for expanding our umbrella coverage and for excess flood coverage.

Ms. Palmer reviewed the June 2020 financial reports provided to the board. She reviewed the fiscal year 2020-2021 budget proposal with the board. The budget does include provisions in the event of future shutdowns similar to the one we experienced this summer due to COVID.

Ms. Kinnear moved (with Dr. Prochaska seconding) to approve and adopt the fiscal year 2020 – 2021 budget as presented. The motion passed unanimously.

Ms. Miller updated the Board on our current status related to the ongoing COVID pandemic. She reported that there had not been any new reported positive cases, and that the staff are remaining vigilant in screening, testing, and cleaning protocols. She noted that our policies and procedures are consistently being updated as new recommendations and best practices are disseminated.

Ms. Brown left the meeting at 2:58pm.

The Board reviewed the minutes distributed in the meeting packet. Ms. Adams, seconded by Ms. Doherty, moved to approve the minutes. The motion passed unanimously.

Ms. Miller reviewed her monthly Executive Director's report. She also presented and reviewed the MOU with Head Start. The Board discussed any concerns and questions they had regarding

the MOU. Ms. Kinnear, seconded by Ms. Doherty, moved to approve the MOU. The motion passed unanimously.

Ms. Miller reviewed current enrollment status and updated the Board on recruitment efforts for the upcoming school year. She reviewed a proposed school closure policy related to COVID, and noted that the Board will be asked to vote on the policy at our next meeting.

Ms. Massey left the meeting at 3:15pm, with Ms. Kinnear presiding over the meeting.

Ms. Miller announced that we are exploring the potential for having a WIC office located within the Center. This would provide a number of benefits for several of our families, and we look forward to this opportunity.

The Board reviewed the summary of potential grant opportunities for MECC developed by MAYA and revised by Ms. Massey.

Dr. Prochaska updated the Board on the annual evaluation process for the Center and Ms. Miller. A formal report and recommendation will be made at our next meeting.

Ms. Adams left the meeting at 3:20 pm.

Ms. Doherty updated the Board on the Board of Advisors.

The Board adjourned at 3:24 pm.

Respectfully submitted by Dr. John Prochaska, MECC Board Secretary