



## **TCDN Board Meeting Minutes**

January 26, 2016

7:30 p.m.

Wallingford After School Club (WASC)

Attendees: Debbie Hanson, Mel Jurist, Jill Kerr, Cindy Murray, Renee Pollins, Tom Saylor, Dana Semos, Tami Wible

Absent: Andrea Borrelli, Rick Coe, Chris Hanlon, Lily Huffman, Sara Levinson, Shannon McFadden, Mark Turbiville

Guests: Maria Blessington (preschool teacher)

### **Consent Agenda**

1. The following corrections are needed with regard to the proposed minutes. Minutes will be approved via vote after the modifications are made.
  - a. Maria was in attendance at the last board meeting, not Jackie
  - b. Governance Committee- Cindy would like a greater level of detail reflected in the minutes. She will send those changes directly to Andrea
  - c. Personnel Committee- a clarification is needed with regard to the mention of merit bonuses. In addition, the mention of WES should be changed to NPE. Handbook- the minutes should be updated to reflect a higher level of detail.
2. The Director's Report and Finance Report were approved by the Board

### **Discussion Agenda**

#### **1. Governance/Expansion**

- a. A proposal was received from STRADA. However, the church pulled out of its renovation of Fellowship Hall with STRADA, so the benefits of going with this firm have been lost.
- b. Cindy met with Varidian Landscape with regard to a nature playground. A proposal was received that will be sent to the Governance Committee.
- c. Cindy met with Ed West, church facilities with regard to items that need to be fixed that are related to the lease renewal. TCDN is working with the church with regard to the service issues. In discussion is an option of a year-to-year lease versus a 5-year lease.
- d. Cindy met with Mike Donahue, vestry member for an update on the thrift shop. Church has requested use variance from Swarthmore Borough to use the ABC House for thrift shop. At this time, it is not believed that the zoning board will approve. Church still wants to hear TCDN's potential expansion plans and wants to hold a charrette with the community. The church has offered a temporary, interim plan: full use of the choir room and other space on the second floor of church by office.
- e. A desire was expressed to include teachers in the preschool expansion. Once a plan is drafted, it can be established how/when this can be done.



## 2. Governance Committee

- a. Creation of three-year strategic plan
  - i. Goal is to share 2016-2018 plan with Board at February's meeting for a March vote
  - ii. 2012-2014 plan was distributed and shared with current board and we discussed what was met and what goals weren't achieved
  - iii. 2015 was a gap year in strategic planning
  - iv. The Board needs to define near-term and longer-term goals (prioritize expenses for budgeting purposes)

## 3. Finance Committee

- a. Each Committee must submit expenses needed for next year as the budget is being finalized
- b. Goal is to have budget approved at February's Board meetings

## 4. Security

- a. NPE Update- Installed card swipe system. System is working well; the only compliant thus far is there is only one card distributed per family. So far all have been able to work around this
- b. WASC- Tom met with Jerry who does security at Camden Aquarium. Doors should be fairly easy to secure. Need to meet with church and discuss further what can be done. Wiring and the potential cost of upgrading electrical is still the largest concern.

## 5. Curriculum

- a. Should TCDN obtain NAYC credentials? Who should decide the answer to this question?
  - i. Tami believes credentials should be a component of TCDN's strategic plan
  - ii. Mel to speak on what NAYC credentials mean/what this would entail at February's meeting

## 6. Miscellaneous

- a. Mel mentioned that PA clearances might be needed for any parent who volunteers in the classrooms. Cindy to communicate with parents that this might be needed going forward
- b. Bingo night update- over \$1,400 was raised on a snowy night. The event was a success
- c. The Cooperative Committee is scheduled to meet on January 27, 2016

## 7. New Business

- a. Start identifying new Board members. Cindy to send a communication out to families soliciting interest
- b. Summit School- TCDN should work to establish a relationship now that space is settled
- c. OASC- will likely suffer loss of outdoor space (field) due to new college dorm. Cindy to reach out to college and follow hearing to determine potential impact

Meeting adjourned at 8:58 PM