

TCDN
Board Minutes
September 24, 2019
SASC Site

Board members present: Renee Pollins, Kevin Bovard, Jennifer Peck, Gina Pierson Furia, Corinne Weidner, Dan Grodner, Beth McNally, James Levine, Dana Semos, Diane Ibrahim

Director: Theresa Snyder

Absent: Lisa Godlewski, Karen Golden

Board Composition:

The Board was informed that Tom Saylor resigned as a member of the TCDN board due to conflicting personal commitments.

The Board welcomed Beth McNally and James Levine as new members.

Previous Session Minutes:

The Board considered the draft minutes of the June 2019 Board meeting. Dana moved to approve the minutes; Corinne seconded the motion. The present Board members voted unanimously to approve the Board meeting minutes as written.

Prior Board Action:

On June 25, 2019, when the Board was not in session, the Executive Director forwarded a request from Maria Blessington seeking personal leave due to the expiration of her medical leave on June 27, 2019. Per TCDN policy, the Board must approve all personal leave at least 60 days in advance, but an exception was requested and a personal leave was approved by the Board with job restoration in accordance with the TCDN employee handbook. Sadly, Ms. Blessington passed on August 31, 2019.

Director's Report:

Theresa is reviewing options for future facilities for OASC, including potential continued use of the current site or other sites as necessary.

TCDN held a retirement party for Jeanne Murtha who retired after many years of service in the preschool's Duckling room.

Theresa reviewed staff and parent surveys with staff. To address parent surveys, TCDN will be sending letters to parents to address top three concerns at the applicable site. Most concerns are communication, security codes and cost, at the preschool concerns surround the playground and food.

Changes in teaching assignments at preschool went smoothly.

The preschool has 3-5 vacant part-time positions and 2 additional teachers will be going on maternity leave. Ads have been placed in various places and TCDN is contracting with a temporary placement agency.

Summer camp averaged 37 children/week (86 families throughout the summer) which is comparable to previous years. Enrollment increased as the summer progressed.

The Security System was impacted by a summer storm and the repair for SASC cost \$1400; OASC was also impacted but no repair was necessary because it was able to be addressed through SASC. Individual family codes have not yet been set at preschool, but Theresa is investigating the issue.

Invoices are now being emailed to families.

Theresa has been in touch with Lori Moffa at the LaSalle Non-Profit Center to schedule Board training for 2019-2020 to focus on finance, and a November 2nd date had been set. Due to Board conflicts, Theresa will determine whether it can be changed to November 9th to accommodate director schedules.

Board meetings will not be held at the preschool location this year. The schedule reflected online is correct.

The Board requested Google calendar and Google document training.

Committee Assignments: Committee assignments for the 2019/2020 year are as follows:

Governance: Dana, Renee, Diane, James and Theresa

Finance: Corinne (chair), Kevin, Dan, Jennifer, Theresa, Maureen Koch

Fundraising: Gina (chair), Lisa, Karen, Beth, Janet Heron (committee member only),
Michelle Corbin

The chairs of each committee should schedule October committee meetings.

The Board adjourned.