

TCDN
Public Board Minutes
April 28, 2020

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

Executive Director: Theresa Snyder

Director's Report:

Theresa provided the Board with an update.

Staff is taking professional development courses, meeting with classrooms, developing summer camp programs.

TCDN sent out registrations for OST families online and received many registrations for next year.

PPP application still in same position in the queue.

CDC information regarding how to open child care centers is beginning to be provided.

TCDN has received \$14,500 in donations to date.

Open enrollment for benefits has been completed.

Purchasing COVID supplies has been a challenge – difficult to locate supplies and prices have been raised significantly.

Lease renewals are in process.

Director credentials have been renewed for 5 years.

Mission and vision statement being updated in handbook.

Governance Committee:

The Governance Committee is in the process of determining board recruiting needs for next year. No responses to request for proposed new board members have been received. Increasing the Board by only one member, so Governance Committee will try to fill vacancy by reaching out to the best candidates individually. Theresa is updating surveys to reflect on

COVID-19 and how TCDN has managed it. TCDN is required to send out surveys, so we will do so despite the current situation/timing.

Fundraising Committee:

Beth circulated a draft appeal letter for donations. Theresa and Board members provided feedback on appeal letter. Beth will update, prepare a response form/reply device and it will be sent by email and US mail. Painting w/ a Twist will be cancelled. TCDN can receive a refund/credit or move to a different date. The Flyers game for which tickets were won by a family at Bingo night did not take place and Karen requested that they be replaced.

Tuition Assistance Task Force:

The Tuition Assistance Task Force previously circulated a revision to the internal Tuition Assistance Policy, which was prepared in collaboration with the Finance Committee. The new guidelines would allow Theresa and Maureen to make tuition assistance decisions on a rolling basis with oversight by the Finance Committee and subject to the budget allocated for tuition assistance by the Board. The Board voted on the new guidelines received by email. Corinne moved to put the new guidelines in place as set forth by the Tuition Assistance Task Force, James seconded the motion, and all Board members in attendance voted in favor.

Adjourned.