

Board of Directors Meeting Minutes

Child Care Center in Norwich

September 9, 2019

5:30-7:00 pm at the Center

Present: Executive Director Allison Colburn; Board Members, Marisa Donovan, Jane LeMasurier, Julia Rabig; Katie Crouch

Minutes: June minutes; Marisa motions, Jane seconds, all approves.

Director's Report:

Updates on after school at Marion Cross; encountering complications with access to bathrooms, playground, and meeting place for kids at school day's end; Vermont Star has changed their system: in the past they considered facility 5-star if NAECY accredited. Will no longer take NAECY into consideration. Also, they used to have multiple routes to qualify, but now there are many fewer options, which will make it more difficult for CCCN to obtain 5 stars (requires a lot more paperwork). Some families receive a preferred rate (subsidy) based on 5-star rating. This could impact our income because state tells us how much co-pay we can charge. In the past this worked, but now families will receive lower subsidy and the minimum co-pay would not meet our costs.

Couch Foundation: Childcare Directors' group grant received for long-range planning (Early Care and Education Association) is trying to become a 501c(3) to replace some of the training that the Child Care Project used to do.

Medicare Issue: Will Center cover payroll taxes for employees who go onto Medicare? (Makes more sense for them to go on Medicare than to stay on Blue Cross and be compelled by Blue Cross to buy Medicaid Part B.

Julia motions to accept Allison's proposal to cover payroll tax, Jane seconds, all approve.

Board member recruitment: Katie will ask a couple people; Put board recruitment material in mailboxes after Allison's announcement.

Allison's announcement: Allison will send out email to parents; board can follow up with more details on the search committee, hiring process.

Timeline: Allison proposes April departure. Board discusses optimal one-month overlap, meaning hire should happen by March 1.

Search committee: Allison will contact staff, then parents, board will follow up to solicit input. Discussion of potential committee members who have history with the center. Board rep, staff rep, community rep, people with financial background desired.

Allison: Baseline should include early childhood and business mgmt. for licensing

Marisa will use google hangout to coordinate additional board mtgs by next week.

Fall Appeal: We've budgeted \$1000. Amount raised has been trailing off over the years. Allison notes that we haven't been able to reinvent the appeal. Discuss making it more visually appealing. Allison notes that we could afford to switch from Staples to Gnomon.

We will shoot for an earlier mailing (early November). Katie will ask friend about doing design; Board will follow up with email appeal.

Theme: Nourishing the Whole Child

Fall Potlucks: Get board members there to speak to parents about board membership; maybe pictures of kids with food for appeal.

Julia: Price out options for appeal mailings—400 from Gnomon and Budget Print does remittance (ask if they do can do the whole job); get examples from Allison

Jane will look at cost for Canva

Wine Tasting: Julia: Follow up with Dan Fraser about wine-tasting.