

**MCDC Board of Directors  
Minutes  
Friday, 22 July 2022 via MS Teams**

**BOD Present:** Carrie Olden, Alexandra Dominguez, Cara Nall, Heath Martin, Jared Wilson, Kara Ayala  
**Others:** Kelli Wright, Cecilia Finn, Mark Black, Cara Black, Mary Christian Chester

**Meeting Called to Order:** 1003 hrs.

**Open Session**

**President's Report**

- Discussion of activities for children when Artemis launches.
- EUL formally signed.
- Tracking down website ownership.
- Vote on request for removal of late fees for Mark and Cara Black. 2 for, 4 against. Motion fails.

**Vice President's Report**

**Secretary's Report**

- Review/adopt amended 24 June minutes. 6 for, 0 against. Motion passes.
- Review/adopt 8 July minutes. 6 for, 0 against. Motion passes.
- Resolution 2022-01 adopted via electronic vote on 19 July 2022. 7 for, 0 against. Motion passes.
- Resolution 2022-02 re: operating manual updates. 6 for, 0 against. Motion passes.
- Resolution 2022-03 v2 re: late fees. 6 for, 0 against. Motion passes.
- Resolution 2022-04 re: operating hours. 6 for, 0 against. Motion passes.
- Status of bylaw review. Waiting for attorney feedback.

**Treasurer's Report**

- **Financial Update**
  - Net positive \$45K so far, budgeted to lose \$76K so we're in good shape. Linear extrapolation would result in net positive of \$94K by the end of the year.
  - BMSS expenses have been inconsistent, will follow up.
  - See attached July monthly report.
- **BMSS Accounting Firm**
  - Quote received for new services. Heath will schedule a meeting that Carrie will join to sit down and walk-through services.
- **Fundraising**
  - Heath will email 2021-2022 total, and usage.

**Registrar's Report**

- Enrollment Percentage: 98%, sent out four offers this week. Averaging 3-4 applicants a week.
- Vote on increasing membership fees.
  - Increasing annual enrolled child registration fee from \$25 to \$50 and changing the name to an annual administrative fee. 5 for, 0 against. Motion passes.
  - Increasingly annual membership fee from \$75 to \$100 for enrolled families, and from \$35 to \$100 for wait list families. Fees will not be prorated. 5 for, 0 against. Motion passes.

- Motion to adopt new fee schedule on 1 August. 5 for, 0 against. Motion passes.

## **Members at Large**

- **Fundraising Update**

## **Director's Report**

- **Staffing**
  - Status of total compensation package? Still working.
  - Current open positions? 4 open positions, 1 board interview Tuesday.
- **NAC Reaccreditation**
  - Status of teacher evaluations? Working on typing one up, have not conducted any others.
- **Other**
  - Multipurpose room updates? Teachers want slide removed. Carrie will reach out to local builder to see if we can get a Pikler triangle at a reduced rate. Waiting to request facilities hang the activity boards until after the slide is removed.

## **Executive Session**

### **Director's Report**

- Rehiring of previous employee
- Blast analysis of MCDC windows
- 2 separate incidences this week of children being left on playground

***Meeting Adjourned: 1142 hrs.***



# MARSHALL CHILD DEVELOPMENT CENTER

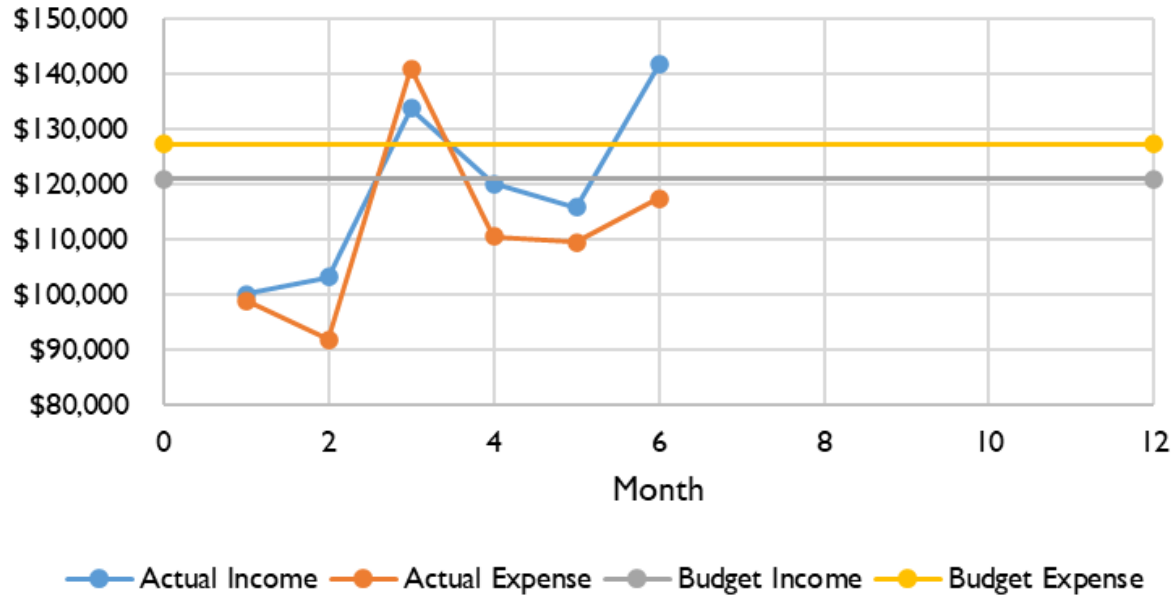
MONTHLY FINANCIAL UPDATE  
JULY 22, 2022

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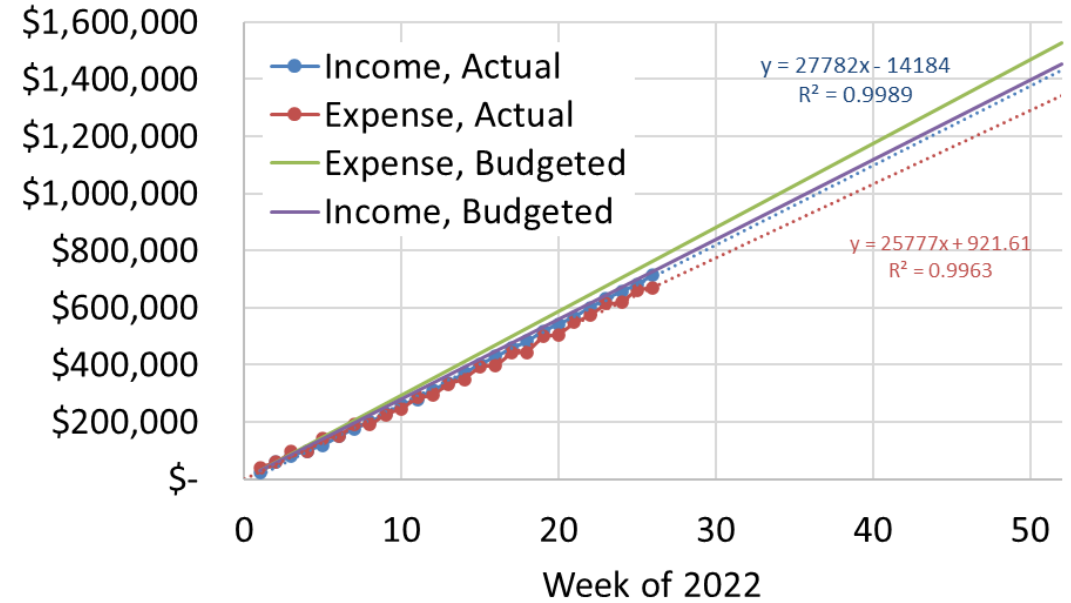
# ACTUALS VS. BUDGET



### Budget vs Actual

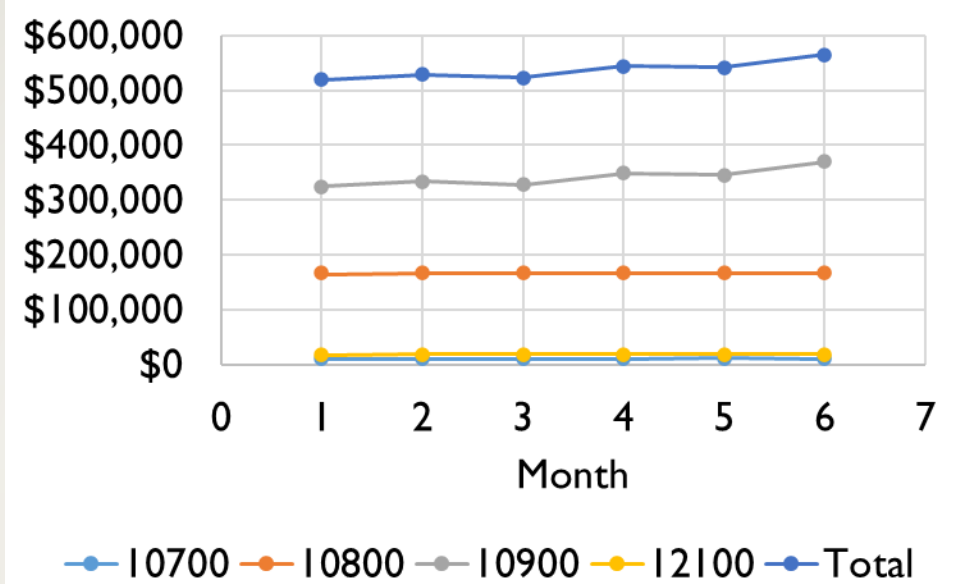


### Cumulative Income/Expense



- Income was above budgeted monthly average (likely from quarterly payments)
- Expenses continue to be below budgeted average (largely from payroll)
- Net income = \$45k through June
- Budgeted for -\$76k in 2022
- Staff wage re-balancing performed in March 2022 to add another \$32k of expense in 2022

# BANK ACCOUNT BALANCES

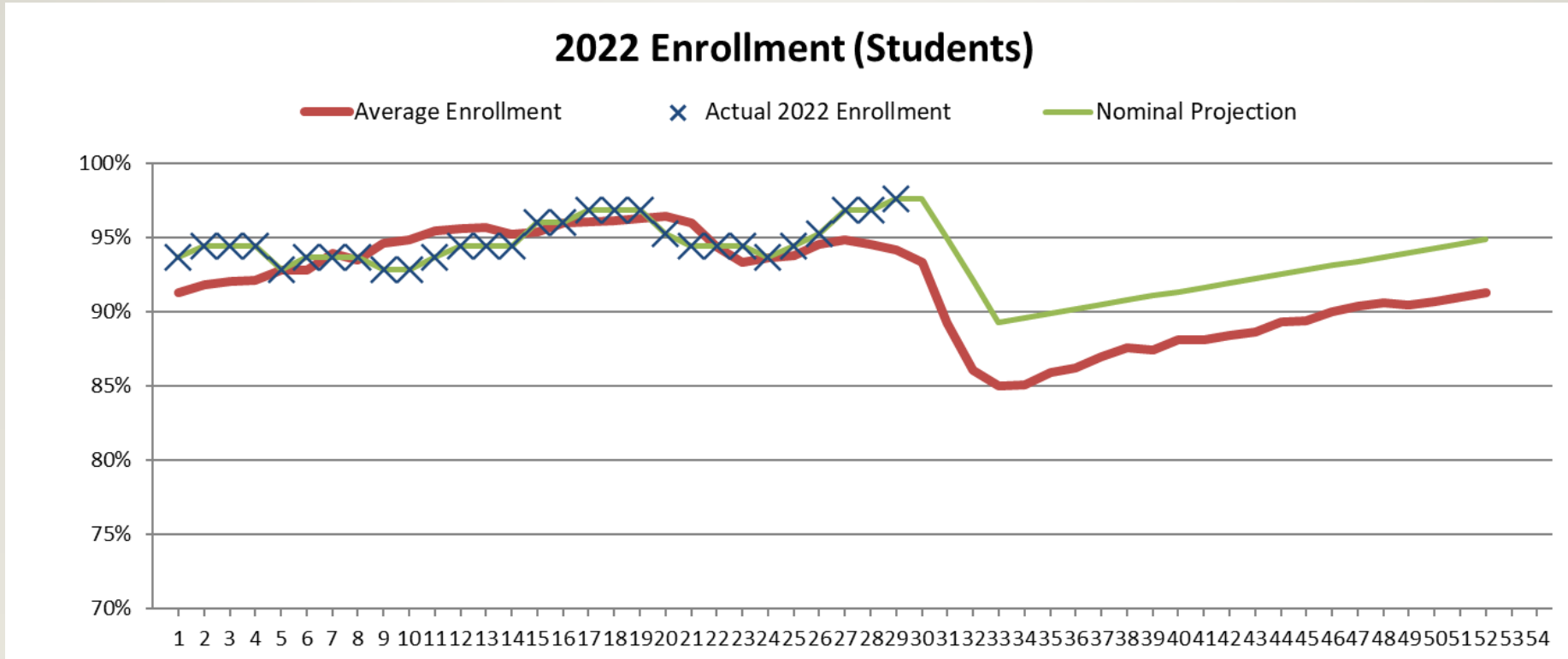


2022										
Month	10700	10800	10900	12100	Total	Monthly Δ	Run Avg Δ	j Remaining Δ	Proj EoY Bal	Proj Ann Δ
January	\$10,038.37	\$166,549.88	\$324,034.11	\$18,527.50	\$519,149.86	\$5,775.90	\$1,963.69	\$21,600.61	\$540,750.47	\$27,376.51
February	\$10,114.53	\$166,581.82	\$333,365.83	\$18,530.34	\$528,592.52	\$9,442.66	\$1,659.57	\$16,595.70	\$545,188.22	\$31,814.26
March	\$10,300.83	\$166,617.20	\$327,962.03	\$18,533.49	\$523,413.55	-\$5,178.97	\$3,628.05	\$32,652.47	\$556,066.02	\$42,692.06
April	\$10,403.11	\$166,651.44	\$348,428.63	\$18,536.54	\$544,019.72	\$20,606.17	\$2,463.59	\$19,708.73	\$563,728.45	\$50,354.49
May	\$10,959.48	\$166,686.82	\$345,488.99	\$18,539.69	\$541,674.98	-\$2,344.74	\$2,034.10	\$14,238.71	\$555,913.69	\$42,539.73
June	\$10,650.91	\$166,721.08	\$369,393.34	\$18,542.74	\$565,308.07	\$23,633.09	\$7,072.06	\$42,432.39	\$607,740.46	\$94,366.50

- Positive net income equates to increasing bank balances.
- Net income of \$52k for the year through the end of June
- Linear extrapolation from these data results in a net income of \$94k by the end of 2022.
- Bank accounts have been reconciled by accountant through June 2022.



# ENROLLMENT TRACKING



- Nominal projection based on following yearly average trend from current enrollment
- Budgeted income based on annual average enrollment of 91.8%
- Current projected annual average enrollment: 93.8%
- Soon to lose about 18 students, which will put us at 83% — less than the average yearly minimum of 85%