MCDC Board of Directors -- Meeting Agenda

## Thursday, December 17th, 2020

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **Present** | **Absent** |
| President | Robyn Crabtree | x |  |
| Vice President | Eileen Beardsley | x |  |
| Director | Kelli Wright | x |  |
| Assistant Director | Cecilia Finn | x |  |
| Secretary | Mary Christian (MC) Brewer | x |  |
| Treasurer | Heath Martin |  | x |
| Registrar | Eleasa Wilson | x |  |
| Member at Large | Kate Estes | x |  |
| Member at Large | Alexandra Dominguez | x |  |

1. **Director/Assistant Director - Kelli Wright & Cecilia Finn**
   1. Updates
      * Halsey (Current Food Distributor) vs Merchants Cost Comparison
        + Kelli is asking Emily Jane to do a couple more months of cost comparison
      * 76% Enrollment – see Eleasa’s update below
      * Preschool B in training, will be permanent in her room on Dec 28
      * Status/Schedule of Flooring Strip & Wax?
        + Still waiting
      * Sign Up for BrightWheel & Schedule Training – Kelli will be staff POC for scheduling
      * Typically do end of year survey to membership for accreditation via SurveyMonkey. MC coordinate with Kelli and potentially Rachel for this.
2. **President - Robyn Crabtree**
   1. BrightWheel Updates
   2. Center Facelift on a Budget – no update
      * Looking into Work Order Process for Paint
      * Checking Status of Logo Sign Sent in for Repair
   3. Drafting Proposed Website Updates for Board Review/Input (Will Present in JAN)
   4. PPP Loan Update – application sent in with the state for a grant (not loan), still in consideration/process
3. **Vice President - Eileen Beardsley**
4. **Treasurer - Heath Martin**
5. **Members at large - Kate Estes & Alex Dominguez** 
   1. Upcoming Fundraisers – Mrs. Fields cookie dough fundraiser may present issue based on storage capability for raw dough.
      * Considering local business opportunities for fundraisers, will work with MC on potential cookie opportunities for Valentines
6. **Secretary - Mary Christian (MC) Brewer**
   1. Results of Vote for BrightWheel Trial – 4 for, 1 against. Kate asked clarifying questions based on her vote that primarily centered around personal device use.
   2. Extensive discussion on delaying start of trial and notification of parents due to timing with tuition increases/perception. Decision was made to delay the beginning of the trial to better align with equipment acquisitions and potentially wait until mid-year budget analysis can be made and possible tuition decrease.
   3. Will Send Out Email Asking Parents for Donations and wishing happy holidays (Need 3-4 iPads, 2 laptops, MC will get with Kelli for other list items)
7. **Registrar - Eleasa Wilson** 
   1. Updates: Infant – 7 offers (2 are twins), 2 accepted (the twins), 1 has chosen a different daycare, 1 deferred, 2 most likely deferring, and 1 is TBD/hasn't responded.

Creeper – 4 offers, 1 accepted, 2 deferred, 1 is TBD/hasn’t responded.

Toddler – 1 offer, deferred, next in line offered, deferred, next in line offered and 1 accepted.

Preschool – 4 offers, all deferred.

Total tally: 16 offers: 4 accepted, 7 deferred, 2 likely deferring, 2 haven’t responded, 1 removed

**Future Board Meeting Tentative Agendas**

* Independent Financial Review by CPA
* Review By-Laws