

MCDC Board of Directors
Meeting Agenda – General Membership Meeting
Friday 6 December 2024 In-Person and Via MS Teams

BOD Present: Matt McSavaney, Logan Ojermark, Jordan Whetstone, Doug Trent, Chelsea Keeton, Kayla Daniel

MCDC Management: Rhonda Chambliss, Melissa Boylen

Others: 16 others (online and in-person)

Meeting Called to Order: 1:04 pm

President's Report

- 10 voting members in the room with an additional 11 online
- 3-Month Look-ahead
 - December
 - Holiday Store, Wednesday 12/11 **Need Two More Volunteers**
 - Holiday Parties, Friday 12/13
 - Holiday Program, Monday 12/16, 5:30pm
 - Winter Spirit Week, 12/16-12/20
 - Monday – Elf Day/ Polar Express Day
 - Tuesday – Bluey & Bingo Day
 - Wednesday – Red & Green Day
 - Thursday – Grinch Day
 - Friday – Pajama Day
 - Melissa Boylen on leave, 12/18-12/26
 - Christmas Break, Tuesday 12/24 – Thursday 12/26 **CENTER CLOSED**
 - January
 - New Year's Day, Wednesday 1/1 **CENTER CLOSED**
 - Martin Luther King, Jr. Day, Monday 1/20 **CENTER CLOSED**
 - Class Picture Day, Wednesday 1/22
 - February
 - President's Day, Monday 2/17 **CENTER CLOSED**
 - Scholastic Book Fair, Monday 2/24 – Friday 2/28
 - Dr. Seuss Week, Monday 2/24 – Friday 2/28
- Proposed Bylaw Updates
 - Numerous editorial fixes

- Technical definition update regarding definition of “member”
 - In MCDC’s past, there was a distinction between “voting” and ‘non-voting” members
 - This proposed update removes the “voting” and “non-voting” distinction
 - Substitute motion: Matt, to strike the second bullet from the proposed bylaw update under this bullet in the presentation sent to membership prior to this GMM, Doug seconds
- Technical update regarding the frequency of financial reviews and audits
 - Current: MSFC financial review every 5 years with an independent CPA audit annually
 - Proposed: MSFC financial review every 2 years with an independent CPA audit replacing every 3rd review
 - Benefits and trade-offs:
 - Reduces the burden on MCDC financially to pay for external audits annually
 - CPA audits can exceed \$20,000 and is overburdensome on MCDC and puts upward pressure on tuition
- MOTION: Logan motions to move for a general membership vote to approve the bylaws as amended and distributed for membership review on November 25. Kat V. seconds.
- MOTION: Matt, language in bylaw update says “majority” but it should be “2/3”, Doug seconds, MOTION CARRIES
- 10 in room vote in support of amended bylaws, 8 online members vote in support of amended bylaws, proxy for Delphine vote is in favor; 1 online nay vote; MOTION CARRIES

Vice President’s Report

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Secretary’s Report

- Still need review of last BoD meeting minutes

Treasurer’s Report

- Tuition accounts for 96% of annual income (other 4% is for other smaller things such as USDA), payroll accounts for 85% of annual expenses
- \$291,301 is required for reserves
 - As of October 31, 2024:
 - \$499,369 total cash assets
 - \$135,847 in our operating account

- \$299,123 in cash reserves
- Operating policies and current cash reserves necessitate a net positive budget this FY – modest inflation continues to increase expenses –
- Enrollment annual average enrollment is 91.9%
 - Assuming 91.5% average annual budget for FY25 budget
- 2024 Market Rate Survey
 - 2024 Huntsville Regional Price Ranges for Similar Service Programs
 - Infants: \$321-\$291
 - Twos: \$288-\$246
 - Pre-K: \$286-\$248
- Proposed FY25 Tuition
 - \$20 weekly tuition increase for all classrooms
 - Rates fall between 75th and 90th percentile for childcare centers in the region
- Tuition increases explained
 - To maintain cash reserves, a net positive budget **must** be achieved for the FY
 - Inflation for 2024
- Major operating expenses
 - Significant rate increase far exceeded inflation
 - 9% increase for sponsored BC/BS health plan
 - 27% increase in business liability insurance
 - Will be seeking a new policy provider in FY25
- Payroll
 - 4% increase accommodates inflation
 - BLS CPI growth for 2025 expected to be 3%
 - MCDC staff wages will be in the 75th to 90th percentiles for BLS
- Proposed Budget Summary
 - 2024 average tuition rates + \$20 with the assumed 91.5% enrollment, drop-in rate to increase to \$65/day
 - 4% average wage increase; significant increase in sponsored health plan expenses
 - Overall reduction in expense across classroom supplies and cleaning services combined
 - Cleaning services provided by Phoenix contract rolled up into classroom expenses
 - Cafeteria expenses decreased despite inflation thanks to efforts last FY
 - Significant business insurance expense increase offset by FY24 expense reduction efforts
- MOTION: Doug motions to pass the budget as proposed, Logan seconds

- 50% majority vote
- 10 in room vote in support of amended bylaws, 9 online members vote in support of amended bylaws, proxy for Delphine vote is in favor; 0 online nay vote; MOTION CARRIES

Registrar's Report

- Down to moving current document to new site before we soft rollout the new site (soft rollout includes what is currently on there with a better format; additional resources can/will be added going forward)

Members' at Large Report

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MCDC Administrative Report

- Staffing
 - Down to 2 vacancies from 6 at the beginning of this month – Toddler float and Explorer primary
 - Interview next week for full-time
 - 2 subs stepped up to back-fill vacancies
 - Elizabeth as classroom lead to backfill Freda (retires next week after 34 years – Ms. Janice is creating a scrapbook, so please send in photos, notes, etc.)
 - Siobhan stepping up to Toddler B primary
 - Rose is the new Creeper float
 - New hire starting next week

Meeting Adjourned: 2:14 pm