

Minutes – Victory Village Board Meeting April 16, 2015

Open Session

Call to Order: 6:10pm

Attendance: Mattias, Joanna, Rachel, Matt, Susan, Rebecca, Dan, Ashley, Jeanne, Jeri, Sarah

Absent: Sheera, Dorrie

Teacher Time: None

Parent Time: None

Secretary's Report: The board thanked Joanna for serving as interim Secretary in March. March minutes approved with no changes.

Chair's Report:

- Susan ratified as Secretary to serve for remainder of the current fiscal year.
- Discussed renewal of center's contract with University and Hospital. Current contract expires June 30th. Hospital and university were given 90 days notification of contract expiration and Board liaisons are working on official notification of intent to renew as well as draft of new contract. Board members are requested to review current contract and provide any feedback/suggested updates to the Executive Committee by Thursday, April 23. The Executive Committee will consolidate the feedback and forward for consideration for the upcoming contract which is expected to begin July 1.
- Appointment of a new Director to fill the empty seat on the Board is in process.
- Update on sidewalk project, parking issues. Question was raised if more clarification regarding responsibilities/funding support for these items should be included in upcoming contract but it was noted but it was noted by liaisons that significant changes to fiscal terms of contract could potentially delay contract execution.

Treasurer's Report:

- Reviewed Center's budget for previous month and found it to be on target with projections.
- Next year's budget presented. Numbers based on 99% enrollment, similar to past years, and includes tuition increase across the board of \$15/month, \$15,000 reserve payment, 2.5% merit increase pool for staff. Budget approved.
- Board discussed whether to consider proposing managing reserve fund ourselves rather than have to ask permission of the university to expend funds given that intent of reserves fund was to allow the Center flexibility to address emergent needs and that reality is that anything other than smaller expenditures would likely involve a request to the university and hospital regardless.

Director's Report:

- Center approved for the 2015 State Advisory Committee of the North Carolina State Employees Combined Campaign. Payment for 2014 expected in next month.
- Discussed upcoming state licensing visit. No issues with re-licensure anticipated.

- Video cameras installed at front and kitchen doors, visible at front desk computer.
- Board member suggested sharing Director's Report with parents. Some content is used in newsletters, and board discussed other ways to share.
- Waitlist currently at 224. Center sent letter to waitlist families and asked for response by May 1. Director expects list to fall by 1/3 to 1/2. Waitlist maintenance discussed. Draft policy requested for review and vote next month.

Curriculum Demo:

- Presentation by pre-school classroom teacher highlighting thematic curriculum to be shared at Durham Orange Chatham Association for the Education of Young Children's conference. Director also intends to see state approval to use presentation for in-service for teachers in other classrooms
- Classrooms are set up according to theme, conducive to many activities. Themes extended so that topics can be covered broadly and in depth.
- While driven by new licensing guidelines, Center's execution of this is "gold standard".

Annual Plan:

- Brief overview of plan provided during meeting. Board asked to review copy in Dropbox for discussion/approval next month.

Adverse Weather Response:

- Board discussed a draft of an adverse weather coverage option that would allow a small group of children (~36) to utilize the Center when overall conditions did not allow Center to open for all families. Given that the plan would require additional cost for families (\$100/day), create issues of equity amongst Center families, and, based on 2 years of data, only be utilized ~ 2 days/winter, it was decided that the inherent challenges to the plan outweighed any potential benefit. The Board agreed to continue to explore other options including encouraging use of informal care-sharing networks amongst Center families, supporting additional snow/ice removal as needed, and exploring potential liability issues for recommending staff for at-home child care on days when the Center is closed due to inclement weather.

Committee Reports:

- **Building and Grounds:** Updates next month.
- **Fundraising:** None
- **Personnel:** None, Closed Session
- **Document Revision Workgroup:** Updates via email.
- **Center Expansion Workgroup:** Updates next month.

Adjournment: 7:59pm