

**Victory Village Day Care Center  
Board of Directors Meeting  
February 19, 2015**

**Attendance:**

Ashley	Mattias	Joanna	Rachel	Sheera	Dan
Matt	Sarah	Susan	Becca	Jeanne	

**Absent:**

Dorrie	Michelle	Jeri
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Call to order: 6:08

**Recognition**

**Teacher Time:** No teachers were present

**Parent Time:** A parent joined the meeting to discuss the recent weather related closures. He discussed his thoughts regarding the inclement weather policies and would like to talk about ways to make them better. He feels that as the University and Hospital's day care center the Center should hold itself to a higher standard and that closures have a ripple effect on employees who are expected to be at work. He cited frustration with observing another daycare center in the area open while our Center was closed. He suggested that perhaps parent volunteers could be used to assist with sidewalk clearing and/or teacher transportation if those issues are barriers to opening. He would be happy to participate in these efforts. A Board Member echoed the parent's concerns and liked the idea of mobilizing parents to help keep the Center open. The Board Chair went through the factors that contribute to making the decision to close (ratios, staff availability, licensing requirements, etc.). She explained that the decisions are made independently of the University and added that the Center is open more often than the local school districts. The Center Director noted that closing is never an easy answer and that such decisions are made based on weather reports as well as on-site inspection of actual conditions at the Center and other relevant information. The goal is always to open the center safely and appropriately staffed. Another Member added that the decision is made in conjunction with the board chair which is a position alternately held by a hospital and university employee. The parent thanked the Board for their time and offered his assistance to participate in further discussions/solutions before he left the meeting. Conversation continued to come back to this topic throughout the meeting. The Board Chair suggested talking to parents about how closures impact them and what are their desires. The Board decided that if parents were to be surveyed then it should not offer options or hopes of options that we can't make happen, but would best be used to ask what method of communication for closures they would prefer. It was also recommended that the Center Director send out a communication with parents when adverse weather is forecasted in our area to provide more time to find alternate care if the Center has to close. The Board asked the Center Director to come up with a few ideas for how to respond to the challenge posed by weather-related closings. She will bring those back to the Board in the next meeting.

A Board Member brought up the exchange of candy at Valentine's Day and wanted to know if the Center Director would be willing to communicate something to limit the candy during these occasions. Discussion followed.

### **Officer Reports:**

**Secretary's Report** – the group asked that the attendees be added to the January 15, 2015 minutes. It was also requested that a comma be inserted after Claire in the Expansion Work Group section. The minutes were approved with those changes.

**Chair's Report** – the Board Chair reported that the Friday Center has agreed to let Center staff use the second row of parking behind the pick-up/drop-off zone which would eliminate the current safety concerns with where staff are parking now. The Friday Center conveyed that more specific details would be forthcoming from UNC DPS. This solution would eliminate the urgency for the proposed sidewalk project. The Center Director will follow up with the Friday Center for specific instructions and a start date.

**Treasurer's Report** – the Treasurer reviewed the report with the group and noted the year to date revenue is ahead but for the month it appears to be behind. The group discussed different ways to reflect this on the reports so they would be more easily understood. During the new budget period this will be addressed with the hopes of resolving these reporting issues.

### **Other Business:**

**Director's Report** - The Center Director noted that the recent application for a charitable contribution license was rejected due to use of abbreviated IRS documentation rather than a full tax return. She hopes to get the full return completed in order to re-apply by the deadline. This license is needed for the Center to reapply for the State Employees Combined Campaign. The Center Director also offered that we will find out in April how much money was made this year from the SECC.

The Center Director noted that the Center's waitlist has hit 200.

A Board Member asked The Center Director to discuss with the group information related to the shooting that happened in a nearby housing area on February 10<sup>th</sup>. The Center Director stated that she met with the Campus Police Officer who made the decision not to sound the alarm based on multiple factors. At no time did they feel that the Center or anyone in the surrounding area was at risk.

### **Committee Reports:**

**Expansion work group** – a Board Member/University Representative reported that she had an opportunity to meet with representatives from the Women's Center and offered them more context and background for some of their proposal items. She stated that their efforts started from finding out where there was a need to be addressed and exploring the topic of Child Care and Work-Life Balance. They will meet again so the conversations at the University are ongoing. The group discussed expansion and next steps.

**Document Review Work Group** – two Board Members have been working on making edits to the By-Laws and a few others are looking over those proposed edits. No action is necessary tonight other than to ask the group to review the proposed edits. If you do have any suggestions for edits please contact the Work Group Chair. A draft copy was distributed on paper and an electronic copy is also available in Dropbox.

**Building and Grounds Committee** – The Center Director noted that she has had trouble getting the video camera installed for over a year now. The University Representative will follow up on that item. No other items to report from this group.

**Fundraising Committee** – the Chair of the Fundraising Committee would like to make greater use of the Center's Facebook page. This could be a useful tool for current and potential new parents. Sharing photos on Facebook does pose other risks and concerns but she feels this can be addressed by creating a closed Facebook group for parents. One Member suggested drafting a policy or a proposal to address the specific items that the Board should address so we can move forward. The Fundraising Chair will bring that back to the group at the next meeting.

**Personnel Committee** – The group moved into a closed session to hear the Personnel Committee Report.

The meeting was adjourned at 8:20.