

University Child Care Center Board Meeting Minutes July 18, 2013

In Attendance:

Dan Lehman
Katie McMahon
Susan Brown
Ashley Nicklis
Joanna Cleveland
Brian Johnston
Jeanne Wakefield
Michelle Curl
Stephanie Smith
Hadley Kifner

Call to Order: 6:20p

No parent or teacher time requested

June Board meeting minutes: A motion was made to approve June minutes. The motion was seconded and the June minutes were unanimously approved with the following changes: Brian and Corrie's names were misspelled and Mattias was listed as the chair.

Chair's Report:

Fiscal year, bylaw change:

In addition to voting board members from the June board meeting, Brian, Michelle, and Joanna voted to approve changing the fiscal year to be September to August and amending the bylaws accordingly

Treasurer's Report:

June 2013 Financial Summary reviewed

Net income for fiscal year is \$5785.39

A motion was made to \$4500 as matching funds for playground improvement with the remaining \$1200 to go towards center expenses. Motion was passed and approved unanimously.

Director's Report:

Director's Report reviewed:

Center is fully enrolled, working on fall registration

Stephanie is working on updating the waitlist

Open House is scheduled for Wednesday, August 21, 2013 from 6p-7:30p

Upcoming Board Vacancies: Brian, Susan, Mattias, Katie and Joanna will continue to serve on the board for the following year. Jeanne, Ashley and Dan will continue to serve on the board. Ashley will ask Dorrie if she is still interested in serving on the board despite a recent position/employer change. Demet and Rachel are due to rotate off the board and their children will be graduating, so we will need to ask them what their plans are to continue to serve on the board. Can Corrie be reappointed as a hospital rep?

Parking: Because of recent changes to the fee schedule for Park and Ride, the University Child Care Center will be required to pay for parking permits. The cost will be around \$500-700 per parking space. It is likely that we will need 15 spaces for parent drop-off and 30+ spaces for

staff, etc. The parking office has said that this money will need to be collected up front. The Center would like to set up a payment schedule throughout the year since there was not any notice to be able to allocate funds prior to this point. The board does not want to pass along this cost to the staff so the center may need to use the money that would go towards the reserves payment for FY14 and the surplus funds from FY13. Ashley will continue to negotiate with the parking office to see what arrangements can be made.

No Building and Grounds Report

No Personnel Committee Report

Fundraising Report:

Fundraising committee notes reviewed
More to come in FY14

Meeting Adjourned:8:10p