

January 5, 2021 CDC Board Meeting Minutes

Attendees: Cathy Channels (Director)

Pastor Julie

Kelli Hernandez

Wendy McClary

Tanya Carter

Kimmy Anthony

Rachel Porter

Lisa Saner (attended for Joe)

Meeting began at 6:07pm**

Approved December 2020 Meeting Minutes (Rachel made motion and Kelli seconded)

Director's Report:

- Cathy has been working hard to secure additional grants/funds for the preschool and has been very successful!
 - Approved and received \$3,762 check from Child Development Resources
 - Approved and received \$3,755.73 check from City of Camarillo (COVID-19 relief for child care facilities)
 - Cathy is looking into a possible grant from the state and will work with the Church to determine eligibility
- 3 new students began in January 2021 (total enrollment is now at 47 students)
- Discussion for 2021-2022 Registration and coordination with Church council in determining future program/Director
 - Need to remain flexible going forward with COVID-19 restrictions and search for new Director
 - Church Council and CDC Board members will create a committee to review future program changes, Director role, budget, etc.
 - Kelli, Tanya and Wendy will serve on committee from CDC Board
 - Agreed to offer current program (with same hours and under current restrictions) for 2021-2022 registrants; will notify parents of any additions or changes as they arise
 - Expect registration to be much slower due to current environment.
 - Cathy will not have specific days for registration and will allow parents to start reserving spaces for next year.

Treasurer's Report:

- December 2020 net income = \$2,151.16
- Only needed to withdraw \$3,000 from Money Market fund for the current school year to provide a "cushion" in the checking account. Due to timing of payroll and receipt of tuition, the additional funds were needed to ensure all checks cleared.
- PPP loan has been forgiven!
- Tanya and Cathy will be reviewing the budget to ensure that funds are available for a future Director
 - Discussed hiring a new Director on an hourly basis (more of a consultant role)

Meeting adjourned at 7:06pm**

Next meeting Tuesday, February 2, 2021 at 6pm