

Burlington Children’s Space
Board of Directors
Meeting Minutes
March 15, 2023
Zoom Video Conference

Board Members Present: Julie Dumas, Annika Hawkins-Hilke, Victor Prussack, Alan Matson, Charlotte Blend, Maggie Riley, Molly Scaife
Guests: Alissa Carberry, Julie Springer

Call to Order	The meeting was called to order at 12:20 pm.	
Minutes	Minutes from February were accepted.	
Directors Report	<ul style="list-style-type: none"> • A new teacher is starting soon. She will be a mentor teacher and will work with families as well. • Interns for the summer will start in June. • Next attention will be turned to enrollment now that staffing is going in the right direction. So far they have added one infant and three in the preschool recently. • Molly is working on the 23-24 calendar. • NAEYCE has granted an extension on submitting a renewal for the certification. It will now be due in July. • The classroom transitions will occur in August after the inservice week at the beginning of the new academic year. • Molly will meet with Head Start to talk about their support for the next academic year. • Molly has applied for a number of grants including a language access grant, community gardens, special education support. • Date for block part is tentative at the end of June and Molly will check with other city activities on the weekend she is planning. • We plan to create a scholarship fund in Sarah Adams-Kollitz’s name. Charlotte has offered to help with this fundraising effort. • Alissa Carberry and Julie Springer introduced themselves and talked about their interests in joining the BCS board. 	
Financials	<ul style="list-style-type: none"> • Charlotte noted Alan’s extraordinary expertise and time commitment that he has given to BCS in the past five months. Alan has been volunteering as the operations director which has included all of the budget management and working on all financial documents affected by the cyberattack. This work is above and beyond the usual role of a board member. We acknowledge and appreciate his help and commitment to BCS. Molly and Alan are working on plans to transition the tasks that Alan works on to other staff at BCS. • We received 40,000 from the Strengthening Families grant that was expected. We also expect another 80K this year but their process are delayed. • The budget we passed for 2023 overestimates costs and as of March we are breaking even. However, there is payroll that will run today and the current cash flow is also an overestimate. • Julie S. suggested moving some of the money in our NSB 	

	account to an account that will earn interest. Alan plans to look into this. We also plan to diversify our accounts, so they are protected by the FDIC which insures up to 250,000. Alan will look into possibilities and make suggestions.	
Multi-Gen Building	<ul style="list-style-type: none"> • Not discussed this month. 	
	<ul style="list-style-type: none"> • Executive Session 	
	<ul style="list-style-type: none"> • The Board voted unanimously to invited Julie and Alissa to join the BCS Board of Directors • Alan will create a proposal for tuition based on the current financial situation and present it to the board before the April meeting so it can be voted on in person. 	
<i>Adjournment</i>	<ul style="list-style-type: none"> • Meeting adjourned at 1:30 pm. 	

Next scheduled meeting: April 19, 2023 on Zoom.

Signed: Julie Dumas 05/15/23
Name (Chair) Date