

**4Cs Board of Directors
Meeting Minutes
June 28, 2011**

Board Present: Renee Whitlock, David Wattell, Craig Schwartz, Wendy Sewell, Jocelyn Chapman, Bob Sayers and Christina Curry

Board Absent: Goretti Hamlin, Marcos Suarez, Ari Hauptman, Jo McCormick and Urmi Shende

Staff Present: Melanie Dodson, Maya Labourdette, Tina Paige and Mira Wonderwheel

6:10 p.m. Started meeting without a quorum.

Executive Director Report, Melanie Dodson:

- June 27, 2011 – Office was closed and managers met with staff individually, six employees were laid off. Additional staff members have had reduction in work hours. The office staff had a meeting today where we debriefed the meeting. Challenging times, we've made it through and now we need to make the next steps.
- State Budget has been proposed including reinstatements of some of the previous cuts proposed to child care.
 - 11&12 Year old funding restored
 - SRR 10% Reduction restored
 - 11% Reduction vs. 15% Reduction
 - Maintain the same Family Fee Structure rather than increasing fees for families
- Partnership for Children – distributed brochures and invited board members to join this collaboration.
- Goretti had her twins and we passed out pictures. Goretti has also submitted a letter of resignation to the board.
- C3 – Child Care Connections Celebration was on Monday, June 27, 2011. Thank you to Bob and Jocelyn for attending. Bob talked about the empowerment and leadership that was built through participating in the program. Melanie has an idea of SSU intern doing a research project to have the evidence to show that quality is improved.

Quorum reached at 6:18 p.m. – officially started meeting at 6:21 and read mission statement together.

Motion to approve agenda: M/Bob Sayers, S/David Wattell -Unanimously approved.

Motion to approve May minutes: M/Craig Schwartz, S/Bob Sayers - Unanimously approved.

Elections:

- Vice President, Craig Schwartz
- Treasurer, David Wattell
- Secretary, Wendy Sewell

Motion to elect the slate of officers as listed: M/Bob Sayers, S/Christina Curry – Unanimously approved.

A special thank you to Katie Pierce and Bob Sayers who have served as Treasurer and Vice President respectively for two terms each!

Development, Mira/Bob:

- Champions for Children – Save the Date Nov. 3, 2011 7am at the Flamingo, Board members will be instrumental to inviting guests, making nominations and making connections with community for involvement.
- Symptomatics, Urmí's husband's band target for Sept. 2011.
- Rotary and Chamber connections and relationships are being strengthened.

Finance Report, Maya:

- April Finance Reports were emailed to the board. 4Cs is on track for FY 09/10 Fiscal year. Everything looks good. We are waiting for CalWORKs Stage 2 augmentation. This has made cash flow more restricted.
- There will be 10 furlough days for office staff and 5 for center staff. Five of the days will be during winter break between Christmas and New Year. The 10 days results in a 4% reduction in salary.
- Planning and preparing for FY 11/12 by reducing staff costs effective July 1, 2011. So we would have more months to realize savings.
- We have received contracts from the state.
- Positive that there could be a budget signed.
- Audit/APMU – June 13, 2011 – reviewed case files – error rate of 4% which is good because they don't want anything above 18%. They were here for 2 and a half days.
- Conflict of Interest Disclosure Statement: Distributed for full board to complete.
- DOB – for CHN application.
- **Motion to approve Continued Spending Resolution as read. M/David Wattell S/Bob Sayers, Unanimously approved.**
- IRS – 990 Requirements – Disclose to Board of Directors Executive Director Salary and Finance Director, no change from last year except the 10 furlough days are calculated in. Reviewed in closed session. **Motion to approve the Executive Director and Finance Director Salaries, M/Craig Schwartz, S/Wendy Sewell - Unanimously approved.**

No meeting in July. The next Board Meeting is August 23, 2011.

Meeting adjourned at 7:20 p.m.