



**Hutch Kids Board of Directors
MINUTES**

April 23, 2020 | 4:30 – 6:00PM
Microsoft Teams

Board Members present: Bruce Waltar, Lexi Harlow, Shannon Nagy, Mary Minoo, Lisa Coleman, Josh Scott, Andrea Perdue (4:44pm), Lauren Young, Jon Ladd

Non-board members present: Shawna Rengli

Not present: Andy Firpo

Regular session called to order at 4:35pm

Training / Team Building Activity (N/A)

On hold for April meeting

Approval of Consent Agenda (4:35-4.40)

- 1) Revised and approved March 2020 meeting minutes
 - a) *Recommended motion: Motion to approve March 2020 meeting minutes*
 - b) *Jon move to approve / Lauren second*
 - c) *All approved*

Pending "Action Items" from prior meeting(s) (N/A)

Executive Director Report (4:40-5:00)

- 1) COVID-19 Update
 - a) *Current center status - Shannon advised on new Yale screening process started last Monday – Staff swabbing at SCCA at this point – all staff thus far have come back negative*
 - i) *Hardship Fund - 9600.00 allocated this fiscal year to retain enrollment. Now exhausted due to loss of income due to the virus. Requesting additional funds to get through this fiscal year. One outstanding request for May. Requesting 4000.00 to close out the fy. Update on usage. Transport benefit not being paid now. Offsetting costs more than enough to cover. Will continue to review as this situation continues.*
 - ii) *Request to allocate increased funds*

- a) *Recommended motion: Motion to approve increase All approved*
 - b) *Jon move to approve / Mary second*
 - c) *All approved*
- 2) ED dashboard - Shannon
- a) *Fred Hutch HR requested presentation about juggling working from home with small children and child academic development - Shannon will send over a framework next week to the HR representative to help move things forward.*

New Member Recruitment - Mary

Looking at pipeline of potential candidates. Sending email out to the board for us to review. Action item for us is to provide for suggestions on candidates. What skill sets are we targeting. Fundraising, project management, communications, any and all candidates considered. Targeted outreach to specific groups / divisions for specific skills interest. Signage at Hutch Kids, etc.

Proposed Mission Statement Language Review Jon

Jon restated the history of why we are attempting to make this change. Discussion took place indicating some discomfort in making this change. This is a typical review process associated with Strategic Planning and the statement has not been modified on over 30 years. More open-ended inclusive statement and more concise, and modern usage. Broadens our ability to serve other groups. Another action item is to make sure the website and other views are current.

- a. *Recommended motion: Motion to approve new mission statement*
- b. *Jon move to approve / Bruce second / Josh voted no*
- c. *Majority approved*

Committee Reports (5:40-6:00)

- 1) Exec (Lauren)
- 2) Board Dev (Mary)
- 3) Finance (Josh)
 - a. FY2019 990
 - i. *Recommended motion: Motion to accept and file the 990 as prepared and recommended by the Finance Committee*
- 4) Expansion (Andy)
- 5) IT/Comms (N/A)

Meeting adjourned: 5:55pm

Minutes taken by: Lisa Coleman

Next meeting: Thursday, May 28th, 4:30 – 6 PM, Yale J1-102 or Microsoft Teams virtual