



Hutch Kids Board of Directors

Minutes

June 25, 2020 | 4:30 – 6:00 PM

Room: Zoom

Board Members present: Bruce Waltar, Lexi Harlow; Shannon Nagy, Mary Minoo, Andy Firpo, Lauren Young; Andrea Perdue, Jon Ladd

Non-board members present: Shawna Rengli, Megan Koch (departed 5:05pm), Cristin Gordon-Maclean (departed 5:18pm)

Not present: Lisa Coleman, Josh Scott

Regular session called to order at 4:32 PM

Welcome (4.32-4.35pm)

Approval of Consent Agenda (4.35-4.37pm)

1. Revised and approved May 2020 meeting minutes:

Andy moved to approve the May 2020 meeting minutes. Seconded by Bruce. Approved (n=7). Agenda approved with the understanding the very last line had the incorrect meeting date and would be updated.

New Member Elections (4.37-5.05pm)

1. Board Dev Committee presents slate of new member candidates
2. Introduction and Q&A session
 - a. New member candidates - Cristin Gordon-Maclean and Meghan Koch
 - b. Renewing current members – Bruce Waltar, Lexi Harlow and Jon Ladd
3. Overview of next steps in election process

After introduction and candidate Q&A, Laruen explained there will be an executive session at the end of the meeting; then a slate to propose for larger vote.

Executive Director Report (5.05pm-5.18pm)

1. Center Updates
2. ED dashboard

- **Staff Leadership:**

- Fully staffed for new school year; end of year changes include new staff joining and some teachers departing Hutch Kids.
- 25 staff members participated in BLM march. Center was able to stay open to support essential staff.
- **Children & Families:**
 - Parent-teacher conference attendance increased with Zoom option (including both parents being able to attend)
- **Accreditation and Licensing:**
 - Early Achievers renewal on hold until January 2021 due to COVID. Current rating will stay until they are able to come out.
- **External Relationships:**
 - Had some pre-contract negotiations; Fred Hutch interested in extending discount to HHMI employees. Hutch open to 'making up' the budget of extending the discount with the new contract.
- **Board Relations:**
 - Yellow due to delays with strategic planning
- **Other Updates:**
 - Explained 14K Grant: State of WA received a large block development grant from federal government; some of the money was allocated to childcare centers who stayed open during the pandemic + 60 days after receiving the grant. The amount of money correlated to the number of children served. Categories for how funds allocation included facilities reimbursements for extra COVID costs (hand sanitizer, extra cleaning) and staff pay.
 - Question to Shannon on how the reporting structure / format is working. Consensus was it is working well and is helpful for tracking goals.

Committee Reports (5.18-5.32 pm)

1. **Exec (Lauren):** Focus on ED evaluations & providing support to Shannon for COVID and Seattle demonstrations
2. **Board Dev (Mary):** Two new recruits successfully added to slate. Work continuing to build up the pipeline; potential to add out of cycle member(s)
3. **Finance (Jon):** June tuition continued to drop; however, performing well considering the external factors. Overall continue to trend on budget for the year. Forecast is trending towards meeting the annual target.
4. **SPC (Jon/Andrea):** Working on committee chair transitions.

5:28 Jon moved that the board approve \$3K for staff bonus. Second Andy Firpo. Approved (N=7)

Executive Session (5.32-6.55pm) – non-Board members depart

1. New member slate discussion
2. ED Annual Review discussion (Shannon departs)

Outcome of executive session was approval of the new candidate slate for FY21

Meeting adjourned: 6:55pm

Minutes taken by: Mary Minoo

Next meeting: Thursday, July 23rd, 4:30 – 6 PM, Yale J1-102 or Microsoft Teams (Location TBD)