

**Burlington Children's Space
Board of Directors
Meeting Minutes
February 28th, 2025
Zoom Video Conference**

Board Members Present:

Alan Matson, Alissa Carberry, Charlotte Blend, Julie Springer, Kate Cowles, Megan Mossey, Molly Lawrence, Molly Scaife (non-voting)

Board Members Not Present: Victor Prussack

Call to Order	The meeting was called to order at 12:03 p.m.	
Minutes	Minutes from January 24, 2025, were reviewed and were unanimously approved.	
Directors Report (Molly S) and Discussion	<ul style="list-style-type: none"> • See Director's Report. • Interviewed possible finance person that also has past director experience. They'd like a higher wage. Proceeding cautiously. Molly will get back with candidate on Monday. • NAEYC - Accreditation documents due today, however, we've received no feedback on portfolios. Site visit to follow. • CACFP review: 15 findings on previous visit. Now 4-6 findings. Much better systems are in place. We will review adding meals to tuition instead of having it separate as CACFP let us know that almost no one does it this way anymore. May start this in September. • Starting on 2025-26 calendar. Awaiting BSD calendar. • Enrollment set for 2025-26. Goal is 12/room in preschool. • Preschool room is feeling good about the transition of 1 child to another HS classroom. HS has stepped up to make these transitions positive. New HS child at BCS will be starting 1/2 days. Coming from a classroom setting. • Hiring is difficult with current wage scale. Y rates are \$17-\$25. Kate recommended the Directors' 	

	meeting (TCC/Lund/Little Ones) to get an idea of wages at other programs. BSD teachers earn about \$40/hr during the school year.	
Financials (Alan) and Discussion	<ul style="list-style-type: none"> • Significant losses for Jan/Feb due to extra payroll in these 2 months. • Revenue: Private tuition (line 5140) looking good and up about \$4K. CDD (line 5141) is lower than expected and down about \$12K. This is a net loss of about \$8K. Why: <ul style="list-style-type: none"> ○ A few families did not qualify for CCFAP, however, budget assumed they would. ○ BCS closures have translated into less CCFAP funds. • Full enrollment in PS classrooms will recoup \$5-6K. This gets us to a loss of \$2K monthly. Numbers will be clearer next month with budget to actual numbers. We have short-term financial pressures, and wages may be a bit higher. • Brainstorm fundraising events. Business sponsors may be a good option. 	
Strategic Direction	<ul style="list-style-type: none"> • Reaching out to the community. What order to check with people like, stakeholders: families/staff, then partners, then businesses being served by BCS. How to get businesses to take some ownership of early childhood education. • After discussing this topic, including the order to reach out to stakeholders, we agreed that we need more time to dive deeper into this topic. Alan will send out a poll for another strategic planning meeting to take place in the next few weeks. 	Alan to send out a poll for a next meeting for strategic direction.
Executive Session	<ul style="list-style-type: none"> • NA 	
<i>Adjournment</i>	<ul style="list-style-type: none"> • Meeting adjourned at 12:57 p.m. 	

Next scheduled meeting: is March 28th, 2025, 12-1pm on Zoom.

Signed:  3/27/25
Name (Chair) Date