



Board of Directors Meeting Minutes

Date: June 18th, 2024

Time: 5:30PM- 7:30PM

Location: Foundation for Early Childhood Education
3450 E Sierra Madre Blvd
Pasadena CA 91107

<p>1) Call Meeting to Order</p> <p>Time: 5:45</p>	<p>Roll Call: Patrick Arcadi, Kevin Kumar, Nichol Maldonado, George Yeboah</p>
<p>2) Retirement Plan Presentation – George Fraser</p>	<p>Comments: none</p>
<p>3) Order of the Agenda</p> <p>a. Changes to the Agenda b. Items to be added to the agenda</p>	<p>Comments: none</p>
<p>a. Communications/ Announcements President Remarks</p> <p>1. Fundraising Activity Discussion (<i>see Fiscal Report for BOD Account Fund summary</i>)</p> <p>b. Brown Act Waiver c. BOD Election – New Member d. Board Member General Information Sharing & Discussion e. Public Comment (Members of the public will have three (3) minutes to address the Board)</p>	<p>Comments:</p> <p>b. Letters for donations have been sent out, waiting for replies c. discussed Board meeting dates for PY24-25</p>
<p>4) Approval of minutes</p> <p>a. Minutes of Board of Directors’ May 15^h, 2024 Meeting</p>	<p>Comments:</p> <p>First: George Yeboah Second: Nichol Maldonado</p>
<p>5) Recommendations for Approval</p>	<p>Comments:</p>



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<ul style="list-style-type: none"> a. Board Bank Account – Close Well Fargo & Open new account at Cathay bank. b. Insurance Renewal - Cal Nonprofits 	<ul style="list-style-type: none"> a. Approval for the board to open a Business Interest Checking Account with Cathay Bank <p>First: George Yeboah Second: Kevin Kumar</p> <ul style="list-style-type: none"> b. First: George Yeboah Second: Kevin Kumar
<p>6) Funding Source Updates & Communication</p> <ul style="list-style-type: none"> a. CDE- State Preschool <ul style="list-style-type: none"> i. PY 2024-2025 CDE CSPP Contract b. LACOE <ul style="list-style-type: none"> i. OHS RAN Protocol c. Administration for Children and Families (ACF) / Office of Head Start (OHS) communication 	<p>Comments:</p> <p>b.i. RAN Protocol – Risk Assessment Notification, new monitoring process for Unusual Incidents</p>
<p>7) Reports & Informational Items</p> <ul style="list-style-type: none"> a. Policy Committee Report b. BOD Fiscal Committee Report/Treasurer Report c. Assistant Director Reports <ul style="list-style-type: none"> ◆ Health, Nutrition, ERSEA & Family Services <ul style="list-style-type: none"> • Average Daily Attendance (ADA) Report • UI Report, including COVID. • Recruitment & Enrollment Activity Updates & Status for PY 23-24 ◆ Education, Mental Health & Disabilities d. Human Resources Officer’s Report (includes detail of agency vacancies) <ul style="list-style-type: none"> • Workplace Violence Prevention e. Fiscal Officer’s Monthly Financial Status Report <ul style="list-style-type: none"> i. Monthly Credit Card Statement f. Executive Director’s Written Report g. Program & School Readiness Reporting Summaries 	<p>Comments:</p>
	<p>Comments:</p>



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8) Adjournment Time: 7:45	Comments: First: George Yeboah Second: Nichol Maldonado
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