



**MARYLAND STATE CHILD CARE ASSOCIATION
BOARD OF DIRECTORS MEETING - VIRTUAL**

Board Meeting DRAFT MINUTES

Thursday, Nov 21 2024

Virtual 1-3

Meeting Call to Order at

Board Members		Chapter Representatives	
Executive Director- Chris Peusch-	X	Anne Arundel County—Courtney Feather	
President-Lisa Dickinson	X	Baltimore City— OPEN	
1 st Vice Pres.- Ruthi Claytor	X		
2 nd Vice Pres.- OPEN		Baltimore County—Quandra Greene	X
Secretary- Astrid Crookshank	X	Baltimore County—Caitlyn Holley	X
Treasurer—Kim Ritchey	X	Carroll County—Amanda Beacham	X
Immediate Past President—Marina Maier	X	Carroll County - Mariah Shiffman or Samantha	
Business Rep—Barry Benesch	X	Frederick Co/ -Cindi Webb	
Member-at-Large—Barb Dubik		Harford County—Julie Dobies	X
Member-at-Large—Kristen Miller	X	Howard County—Randi Albertsen	X
Member-at-Large—Deb Kamplain		PG County—Deborah Williams	X
Member at-Large —Imani Angela Rose	X	MoCo County—Jan Williams	@OCCD
Member-at-Large—Carolina Reyes	A	MoCo County - Tracey Clay	
Member-at-Large- Syretha Storey		Washington County—April Singleton	X
Emeritus -		Guest —Drukeenu Nolan	X
Guest - Cathy Neville			
Guest- Time Davies, Accountant	X		

Outcomes for meeting:

- 1. Discuss Membership drive for 2025**
- 2. Determine Holiday December 2024r meeting date, time and place**
- 3. Determine MSCCA Board Meeting Schedule for 2025**
- 4. Discuss bylaws progress**
- 5. Orientation and strategic planning for 2025 Board of Directors**
- 6. Discuss final work to be completed for 2024 Board of Directors**

Call to Order (Turn your cell phones 'OFF'/or 'vibrate' ONLY)

President- Lisa Dickinson

Introductions of Board Members and Guests

Chris Peusch, Executive Director

Minutes- October 17 , 2024 Board meeting minutes Vote passed.

Astrid Crookshank, Secretary

Motion 2: Kim/Marina: Accept October Minutes: Vote, Motion Passed

Treasurer's Report

Kim Ritchey, Treasurer and Kullman Accounting Services

Chris Introduce Tim Davie from Kulman Accountng, who will be working more closely with the Board after Chuck's Retirement. Kim has been working with Tim to review Symposium income. Looks like \$33k, expenses at \$20k, with one additional Symposium bill outstanding and check to be received from Head Start for theri registrations. . \$1005 earned for PFE grant. from Raffles.

Tim: We are doing pretty well overall with Budget. Membership drive coming in soon, Also getting together all final numbers for CBTS for our upcoming event planning budgets.

Motion 1: Marina/Astrid: Accept the Treasurer Report Vote passed.

New Business:

Membership for 2025 opens December 1st with renewals going out to all current members

Consider per enrollment fee 3% increase \$5.62 , 5% : \$5.73

Advocacy 3% to \$87/\$89 50 or less and \$133/ \$136 50 or over

National Dues: \$16.50

Motion 3: Astrid/Julie Approve expected 3 % increase for Membership increases to go forward with membership Drive. Vote - Motion Passed

Membership drive and certificate support

Membership on website and alignment with Quickbooks. Working on a new way for the Website to populate into Quickbooks to eliminate manual transcription of member information.

Renewal invoices for over 400 current members will go out through Quickbooks, certificates will then go out at the end of January as memberships are renewed. We need support for generating and sending the certificates. Plan to train Admin Asst Sarah Ritchey to work on this.

New idea for 2025- Membership and Business Member Spotlight on Social media.

Motion 4: Julie/Astrid -Approve getting estimates for outsourcing Membership invoicing and certificate distribution Vote : Motion Passed.

Lisa D -Evaluation for E.D. Chris P. Lisa will be sending out evaluation by email/google form to all board members.

Ruthi Claytor - New legacy page for Passion for Excellence Grant- Grant is open as of Oct 15, close Mar 15. New Legacy information on website and Bios of both J Nizer and C Wainwright. Committee will meet later in March to review applicants. All applications are accepted online only again this year.

Move A Thon fundraiser - Children helping Children event in development, hoping to have something for multiple centers to join in.

Imani - Bylaws discussion to prepare for new Board Jan. 1, 2025. Imani sent out a review to the team for additional comments. Reviewed 1-5, and 10. Now 6-9 are due for review and comment. Then 11-12. Plan to get the full review ready by end of Dec/ Jan meeting and the current Board. Board is flexible to approve in Jan.

Chris - Schedule for Board 2025. Discussion of how members liked the 2024 schedule. Members appreciate having a combination of virtual and in person. Quarterly in person meetings are valuable, but virtual meetings are much easier on our volunteer members.

Revisit Board schedule to decide at next meeting

MSCCA support new workforce survey with Child Trends - 73 responses. Looking for property tax incentives in the future.

Survey to support data related to insurance costs increasing and insurance concerns

Lisa: Discussion of Professional Board Orientation and Strategic Planning/Self-reflection- getting two quotes-Hamilton Simons Jones . Looking to do something for second in person board meeting. Kristin has a recommendation for a professional organization.

Chris: Kennedy Krieger cohort for emergent language. Dr Rebecca Landa and Advisory group, looking to do outreach for Balt City and nearby counties. Working on a model for language skills and closing the learning gap for all learners. Dr Landa wanted to do a roundtable to discuss what's offered through the program, and the recruitment guidelines. Any interested programs in those areas should let Chris know. Program is starting Fall 2025.

Lisa :EARN cohort Applications have been submitted, MSCCA will help with placement for individuals. If a program is interested in hiring an EARN Trainee, they will be available in the Spring. More info at the Dec meeting,

Old Business:

Bylaws discussion to prepare for new Board Jan. 1, 2025

Fiscal sponsorship updates- meeting scheduled with Kullman Accounting and working on a meeting with Frost Law - Committee Meeting with Kullman to get more info. will have feedback in Dec.

Newsletter monthly and asking for chapters to submit info for the newsletter to Cait or to Chris - reinforce please send chapter info so we can get into newsletter.

Marina : Nominating Committee Chair- follow up from alternate Member at Large- Committee met after reaching out to new board members. Needed to follow up with one nominated person to confirm business and membership. This person did follow up and clarified their membership. Marina clarified that the person who did not get voted in can still be invited to be an Alternate Member at Large.

Lisa recommends that Board appoints all 3 people who did not get into positions: 1. Drukeen Nolan, 2 April Singleton and 3 Caitlin Holley

Motion 5: Marina/Ruthi : To approve 3 Alternate Members at Large as discussed. Vote Motion Passed

DECEMBER Dates:

Dec Meeting and party: 2nd Tues in Dec 10th - check to see if Union Craft is available or Randi can host.

PDC RFP Review Dec 17 evening

Business Member luncheon: Dec 18 -Union Craft - Recommend move this to January

Evening in Annapolis is Feb 10 - invitations going out soon,

Committee Reports

ARTICLE XI

COMMITTEES

The following will be **standing committees**, included but not limited to: Nominating, Administrative and By-laws, Legislative, Membership and Member Services and Professional Development. The President shall appoint such Standing and Ad Hoc Committees as may be needed.

See Committee brief descriptions in your orientation binder.

Nominating Committee: Past President Chair, Chapter Representatives participate in committee-Marina Maier, Chair and All Chapter Presidents/Leaders are committee members.

Legislative - Legislative Task Force, Public Policy & Program Oversight and Regulations: Carolina Reyes, Member at Large, Chair

Article featuring Carolina Reyes advocacy work.

Montgomery County Womens Democratic Club presentation- Chris P

Montgomery Moving Forward Advisory Committee recommendations

Potential legislation:

Seat on State Board of Education

See list attached

Evening in Annapolis for Child Care – Save the Date – Feb. **10, 2025**

Administration and Bylaws Committee- Imani-Angela Rose and Barry Benesch

Membership and Membership Services- Chair/s Lisa Dickinson, Caitlin Holley- Membership Committee-- Zapier is \$240 per year and should integrate membership form and Quickbooks. Also, costs incurred for set up from TBG.

Professional Development: Chair- Astrid Crookshank

MSCCA Hybrid Conference by the Sea 2025 RFP's Survivor, theme, Outplay, Outlast, Outshine. new registration pathways, discounts and payment plans! New raffle for free registration, new flier- thanks Cait and launch registration Jan 15, 2025-- Astrid Chris -RFPs went out. collecting info on Google forms. Met with Treebranch. Launching Jan 15.

Save the Date Flyer ready to go, with updated registration info on website. Lottery for Free registration will open Dec 1, and close Jan 15. RFPs have gone out, due Dec 11 Meeting ON Dec 17 to review and assign sessions. Prioritizing no cost and low cost training. Recommend using AfterPay or some other payment installment plan for future conferences

Nominating Committee: Marina Maier and Chapter Presidents' election final decisions- member at large run off

Licensing, Oversight and Regulations:

Workforce Advancement Branch: Child Care Credential program new stakeholder committee being formed by MSDE for new career ladder- no word on who and when this will happen. Continued advocacy including letter to Secretary Grady, meeting with Comptroller, and media attention. Delegate Palakvish Carr discussed a potential hearing to ask questions of MSDE in late fall.- still advocating and no news on when MSDE will include stakeholders in the creation of new career credentialing ladder system.

Maryland EXCELS: Concerns related to licensing violations impacting EXCELS- letter and sponsor to change policy.

Child Care Scholarships- True up reconciliation delays - MSDE stated the True Up will be fixed by early 2025 and reconciliation process and payments will improve process to 30 days not 90 days. Additionally MSDE shared that providers must submit their invoices and attendance sheet in timely manner upon request. Many issues around 5 year audits. Comptroller meeting and new Comptroller report.

Family Engagement Coalition: meets quarterly

Business Member Representative: Barry B- confirm date for MSCCA Business Member luncheon either December 18th or early January 2025-

Membership/Community Outreach/Communications/Committee: Lisa D., Caitlin H. will update the membership list and send it out to Board.

National Child Care Association/NECPA: NCCA newsletter share with Board and MSCCA newsletter

President's Report:

Chapter Reports: *(Please submit your review in writing, meeting schedule and membership roster)*

Anne Arundel County
Millersville)

Courtney Feathers (The Goddard School

Baltimore City

Vacant

Baltimore County
Goddard School-Owings Mills)

Quandra Green, Precious Ones ELC and Caitlin Holley(The

Carroll County

Amanda Beecham (Carroll Community
College) & Mariah Shifman, Celebree School in
Carroll County

Frederick County

Forming- Cindi Webb, The Learning Bee and

Frederick County Day Montessori

Cecil/Harford County

Julie Dobies, Kaplan Early Learning

Eastern Shore: *Upper and Lower*

Vacant

Howard County-

Randi Albertsen and Joan

Johnson – Innovations in Education

Montgomery County

Jan Williams St. Francis International School and Tracey Clay,

Celebree School, Montgomery County

Prince George's County

Deborah Williams-Jaycees

Kids Care

Washington County (Western Maryland)

Kim Ritchey & April Singelton

-Ritchey's Totlot

Southern, MD.

vacant

Executive Director's Report-

Christina Peusch

THANK YOU FOR YOUR LEADERSHIP AND SERVICE TO MSCCA BOARD OF DIRECTORS!

Next meeting is in person and holiday party- determine date, time, and place.

Choose a charity for the holiday?