MARYLAND STATE CHILD CARE ASSOCIATION

BOARD OF DIRECTORS MEETING -IN PERSON

Board Meeting DRAFT MINUTES

Thursday, Jan 15, 2026

Meeting Call to Order at 12:04 pm **Need 11 for Quorum**

Board Members		**Chapter Representatives**	
Executive Director– Chris Peusch-	0	Anne Arundel County—Courtney Feather	
President- Lisa Dickinson	1	Baltimore City— Annie Reyes	12
1st Vice Pres.– Ruthi Claytor	2	Baltimore County—Caitlyn Holley	13
2nd Vice Pres.– Imani Angela Rose	3	Baltimore County—	
Secretary– Astrid Crookshank	4	Carroll County - Amanda Beacham	14
Treasurer—Kim Ritchey		Carroll County—	
Immediate Past President—Marina Maier	5		
Business Rep—Barry Benesch	6	Frederick Co –Cindi Webb	15
Member-at-Large—Carolina Reyes		Harford County—Julie Dobies	16
Member-at-Large—Kristen Miller	7	Howard County—Randi Albertsen	17
Member-at-Large—Deb Kamplain10	8	PG County—Deborah Williams	18
Member at-Large — Quandra Green	9	MoCo County—Jan Williams OR	
Member-at-Large–Diane Mellott	10	MoCo County - Tracey Clay	19
Member-at-Large– Rita Harrell	11	Washington County—April Singleton OR	20
Alt Member-at-Large - Drukeenu Nolan no vote		Washington County—Harmony Wilson	20
Guest -		Guest	0
Guest- Joan Johnson	0	Guest -	0

Members noted present with a number to establish voting Quorum. 0= present but non voting , If 2 Chapter leaders present = 1 vote

Date: January 15, 2026

Time: 12:00 PM – 2:00 PM

Location: Virtual Board Meeting Only

Topics of Discussion, Goals, and Outcomes:

1. Successes to build on in 2025- 2026 Priorities

2. Final approval of 2026 Board meeting schedule

3. Treasurer vacancy discussion

4. MSCCA Membership drive discussion

5. TBG contract for CBTS

6. Compass contract finalize

7. Advocacy efforts

8. Future speaker updates

9. Chapter meetings, support including emails and zoom links

1. Call to Order

Time: 12:04 PM

Presenter: [President]

2. Roll Call

Time: 12:05 PM

Presenter: [Secretary]

3. Approval of Minutes from Previous Meeting (Dec 18, 2025)

Time: 12:10 PM

Motion 1: Approve Dec Minutes as distributed Julie/Imani. Vote, Minutes Approved.

Presenter: [Secretary]

Action: Vote to approve

4. Financial Report

Time: 12:15 PM

Motion 3: Accept financial reports Ruthi/Imani. Vote: Passed

Presenter: [Treasurer -Accountant, Tim Davies, Kullman Accountants]

Discussion: Financials distributed for review

Reviewed P&L end of December 2025 compared to Dec 2024. Due to early 2026 Membership Drive some 2026 membership income already registered as 2025 income. Invoicing of membership fees went well.

5. New Business

Time: 12:20 PM-1:10 PM

Presenters: President and Board members

a. MSCCA Treasurer vacancy

Kim Ritchey has resigned as Treasurer, she is unable to meet the time commitment, but will remain on the PDC. Executive Director normally assumes the role of a vacancy, but is not recommended for the role of Treasurer. Seeking current Board member to volunteer to complete the remainder of the Term -through 2026.

Imani (2nd VP) has agreed to review the Financial reports monthly until such time that a volunteer steps into the role. Ruthi (1st VP) has offered to help facilitate the cashflow onsite at the conference.

<u>Motion 2: Permit Imani as 2nd VP to assume the Responsibilities of Treasurer until the end of the current term. Julie/Deb W. Vote - Motion passed</u>

b. MSCCA Membership drive timeline clarification, recommendations and bylaws

Membership Drive successful. List of paid nad unpaid is available on the shared drive for chapters to reach out. Working on the membership list updated, and getting certificates in a timely manner. currency invoicing those who have not yet paid. Not removing names from MSCCA website until March. Discussion of Business members (8) who have not renewed, suggest removing their business logos until membership is renewed. Suggestions to distribute the “not yet renewed list” to the board members to reach out.

c. TBG contract for CBTS

Last meeting we discussed a separate project contract for CBTS 2026. Price was higher than expected. A recent update to the contract is still being reviewed. For the future

CBTS, recommend the board get Registration buildout bids from CVENT and other CVENT partners to save money on fee.The communication with Treebranch has been more strained and challenging for the past two years.

d. Compass contract finalize

Not signed contract yet, some changes were requested. Reviewing both government advocacy and "muster account" - email alerts, etc. We combine the two accounts, we are now reviewing to make sure we stay in compliance with IRS for non profits. We may need to change the parameters in order to stay under the correct financial threshold and within our budget.

Motion 4: Approve signing Compass contract as revised to stay within the Compliance parameters for non profits. Astrid/Ruthi Vote: Motion passed.

e. Next podcast-Child Care Matters- Chief Innovation Officer Executive Office of the Governor

Next Podcast with Chief innovation officer for Gov Moore, Francesca Ioffreda about new child care dashboard, which helps child care businesses have access to resources. Recorded Feb 3, 9am.

6. Committee Reports

President's Report:

President thanks the board for giving so much time to help make the work happen, this board has been the best and very productive. To streamline communications we have created a google calendar for shared events . Chapter meetings, presentations, testimonies, etc. Pres and 1st VP met virtually with Chris to review her Evaluation for 2025. Kudos to Chris for successfully navigating a difficult year and keeping MSCCA strong. The board had previously approved and has now implemented a 3% increase for her salary as of Jan 2026. Would like to allocate future funds to support an assistant for Chris.

Time: 1:10 PM-1:45 PM

Presenters: Committee Chairs

1. Membership Committee

a. Update on Membership Drive continues at 2026 new membership rates and with CBTS opening soon

renewal should be on the rise for discounts- Recommend lists distributed by county/chapter and script

(already developed) from membership representation from Board, including Business members to reach out by a specific ate for the personal touch as well.Kristen, Cait, Lisa

For next year - item for Membership committee, rates set in summer in order

2. Professional Development Committee- Astrid and Cait

i. CBTS 2026-registration being finalized and plan to launch on Jan. 16, 2026

Working on cleaning up some registration fee payment details now with CVENT. I PDC members will test registration pathways on Friday, our ability to launch will still wait on the MSDE approval number.

Partnership with LCAM for first time. Provided additional trainings, for full two day track.

Poll sent to assess where the Board members want to stay, in case we need additional room block for board members.

Translate pages of VOUCHERS into spanish.

For those needing to use

1. MSCCA Conference flier to be updated with QR code and share registration link widely. *have prepared a flyer for "Coming soon!"* Waiting on MSDE approval.

2. Still waiting for MSDE approval number-Chris continues to communicate with MSDE MSDE has updated that they expect to get this done Fri -

ii. Marketing-Raffle has 106 applicants and Facebook live drawing on jan 15th for five free registrations to CBTS 2026.

live facebook drawing at 4:30 tonight. each given a code***.***

iii. Partnership with Latino Child Care Association as sponsoring training in Spanish and bilingual

iv. Poll Board and PDC for Conference hotel master room block

3. Outreach/Grant Committee

a. MSCCA Passion for Excellence Grant open

Grant closes Mar 15, committee will meet after that. will have decision by second week of MArch. Winners called personally. Announced at Sat breakfast at CBTS. Contact Ruthi with any questions.

b. Closes March 15

c. Johns Hopkins Child Life

Ruthi to get info out about MSCCA Move a THon as a fundraiser for JOhns Hopkins Miracle Network.

4. Bylaws Committee

Noted edits related to nominating committee members. Suggest board review that section since this is an election year. Poll was sent out by the Chair to set meetings and assignments.

a. New manual developed and needs committee to complete for review of Board

5. Advocacy /Legislative Committee:

a. Refer to 2026 Priorities Agenda

MSCCA meets with lobbyist every week, there are some changes in the legislature this year. Some supporter have changed positions, and new speaker in the house. MSCCA priorities:

Child Care Scholarship - Want to prioritize child care workforce of child care scholarships before general public. Over 3700 families on the waitlist

Licensing bill - Staff qualifications, fingerprint, non compliance letter san excels rating.

Codify the career ladder -

Codify Credentialing funding-

And support some bills that did not pass last session.

A new committee - Child Care Committee and Early Learning and Special Education Committee. Long term goal is to move Child Care out of MSDE. Consideration to the importance of Child Care.

b. Refer to MSCCA legislative initiatives document

c. Future town halls/focus groups, surveys, engagement opportunities and Bainum Grant deliverables

d. CCSP Tiger team any recommendation updates on and Prek Workgroup agenda for Jan 2026

6. Old Business

Time: 2:35-2:45 PM

1. Evening in Annapolis for Child Care – February 9 th - two buses! Registration is NOW open- Board members expected to participate

Will post flyer on MSCCA web page, please share and sign up.

2. MSCCA Chapter Support –Welcome Annie Reyes and Baltimore City Chapter

a. Ruthi update- all emails ready, zoom links provided? And access to the google drive for resources

Everyone should have a chapter email and zoom links. please add meetings to google calendar. Chapter leadership meeting coming soon, will become first Thursday of the month.

Hartford county report updates.

Cecil county chapter in progress.

Frederick County has luncheon feb 4, had speaker last meeting.

Carroll Counthy meeting next Wednesday, will also reach out to members from list.

b. Please provide meeting schedules and areas of support needed

8. Open Forum

Time: 1:50-2:00 PM

Discussion: Open floor for board members to raise additional issues or comments

9. Adjournment

Time: 1:55pm PM

Thank you for your leadership!