

The Children's Education Center of the Islands (CECI)

Board Meeting Minutes

Ju 14th 2023 12pm

In person meeting via zoom (due to board members traveling)

Board Members Present:

Andrea Murphy

Matt Gaudreau

Laura Gales

Ping Hu

Brad Andres

Michelle Keltner

Board Members Absent:

Allyson Willis

These minutes summarize the discussion and action of items of the CECI Board of Directors on July 14th 2023 at 12pm

1. Welcome and Roll Call
 - a. Andrea Murphy, board president, called meeting to order at 12pm and conducted a roll call to determine if there was a quorum present
 - b. Minutes from previous meeting were accepted as written
2. Director's Update
 - a. Michelle provided the following update to the board:
 - i. Updated the board on progress related to campus construction and reopening
 - ii. Provided update on progress with reactivation of DCF license
 - iii. Informed board about some items delayed from manufacturer for playground
 1. Items will arrive in mid to late August and be installed upon arrival
 - iv. Provided update on Xfinity
 - v. Discussed and approved waste management contracts for both trash and recycling
 - vi. Reviewed with board upcoming parent communication
 - vii. Reviewed with board upcoming teacher training
3. Sub-Committee Updates
 - a. Finance (Matt Gaudreau – Treasurer & Sub-Committee Chair)
 - i. Matt provided the following updates to the board
 1. Reviewed current account balances & payments made
 2. Andrea Murphy added additional information about SBA loan process
 3. Brad stated new accounts were still in process
 - b. Rebuilding/Construction (Brad Andres – Sub-Committee Chair)
 - i. Matt, Michelle, & Brad provided the following updates to the board:
 1. Michelle provided updates regarding solution for fencing repair to meet DCF standards
 2. Brad discussed getting quote from Bee Landscaping and Mr. Cool for work to be done on campus

3. Matt discussed updated regarding future work to be done at the school over holiday breaks by Benchmark
4. Michelle review construction completion timeline including current list of things to be completed prior to DCF inspection by Benchmark
- c. Community Outreach (Laura Gales - Sub-Committee Chair)
 - i. Laura provided the following updates to the board:
 1. Provided updated regarding upcoming Kiwanis volunteer day on July 22nd
 2. Discussed other groups interested in volunteering
 3. Andrea discussed recruitment of new board members from within the parent community and board decided on a time for future board meetings for the 2023/2024 school year
 - a. Meetings will be on the second Friday of each month at 10am at the Sanibel Public Library conference room.
 - d. Fundraising (Andrea Murphy - Sub-Committee Chair)
 - i. Andrea & Laura provided the following update to the board:
 1. Laura updated group on recent \$250k grand donation from the Sanctuary Golf Club Foundation including utilization of funds for resiliency measures to Thompson Hall, new building architectural cost, and immediate reopening needs – MOU to follow from SGCF board
 2. Andrea shared continued community connections and possible event for the fall
 3. Andrea reviewed current circulation of capital campaign and additional ideas for continued circulation
 - e. Bylaws (TO BE ASSIGNED - Sub-Committee Chair)
 - i. Matt shared that he was still awaiting amendment drafts from attorney Chris DeCosta and would share with board once they were available so they may be read and voted on.
4. Old Business
 - a. Bylaw amendment discussion
 - b. Reopening timeline & update
5. New Business
 - a. Additional reopening quotes
 - b. Update regarding SGCF grant & utilization
 - c. Decide on new meeting time for fall & board recruitment
6. Votes
 - a. No votes were needed during this board meeting
7. Meeting Adjournment
 - a. Andrea adjourned meeting at 12:58pm

Next Meeting August 11th at 10am