

The Mission of the Grand Rapids Child Discovery Center is to continuously expand the potential of children, the experiences of educators and the involvement of parents within a diverse community of Grand Rapids, The Vision of the Grand Rapids Child Discovery Center is to base all decisions on the principles of Reggio Emilia incorporating current research on learning as well as developmentally appropriate practice.

Grand Rapids Child Discovery Center

Board of Directors Meeting

Date: 6:00-7:30 pm, Monday,

Posting Address: 409 Lafayette Ave SE, Grand Rapids, MI 49503

Location: Grand Rapids Child Discovery Center

Publication: <http://grcdc.org/>

This meeting is a meeting of the Board of Directors in public for the purpose of conducting the Academy's business and is not to be considered a public community meeting. There is a time for public participation during the meeting as indicated in agenda item "Public Comment"

Agenda	Person	Time	Purpose
Opening			
1. Call to Order	Stephen	6:02	Action
2. Roll Call .1 Present: ST, JB, CMK, TL, KD, PS, DM .2 Absent: .3 Guests: LN, SC	Stephen		Action
3. Approval of Agenda 1st- CMD 2nd- JB All-aye	Stephen		Action
4. Approval of Minutes 1st- PS 2nd- TL All-aye	Stephen		Action
5. Public Comment on agenda items (Please limit comments to 3-5 minutes)		6:05	Comment
Reports from the Board			
6. President's Report - three applicants for open board positions - Lisa asked if anyone from MFB would be interested, to help strength our relationship. - Still need to find someone with a finance background. Asked the board to recommend via our networks.	Stephen	6:15	Report
7. Executive Committee Report: NA	Justine		Report

8. Finance Committee Report Have a meeting coming up to discuss projections, will have data for next meeting.	Courtney
9. Secretary's Report: N/A	Travis
10. Ad Hoc Committee Reports- .1 Marketing/Advertising- Travis <ul style="list-style-type: none"> - No update, but committee planning to meet and get rolling on communicating - CMK: ground rules for fonts, colors, etc? <ul style="list-style-type: none"> - Stephen: We have that, it's on the shared drive. Shared with Courtney for Fundraising efforts .2 Strategic Planning Committee- Phil <ul style="list-style-type: none"> - Some minor revisions coming out of public feedback. Committee remains supportive of the plan. .3 Reauthorization- NA .4 Evaluation/Leadership- Doug <ul style="list-style-type: none"> - Goals have been submitted and discussed. Think they are good goals, but need to be approved, likely in January. - Also in January, will be an eval of Lisa, who has sent some questions out. Committee to meet to determine how and when that will occur. Probably late January. .5 Policy- Travis <ul style="list-style-type: none"> - Met with policy partners, but have not received the proposed text of the policy updates, so we will plan to discuss and possibly vote to adopt at January's meeting. .6 Fundraising- Doug <ul style="list-style-type: none"> - Have been busy, thankful to the committee. - Giving Tuesday promotion out, which raised \$600 in a couple hours. Discussing next steps and how to continue this push through the end of the year. Thank you to Courtney. - Douglas asks for all board members to consider making a contribution to the fund. - Committee has looked at the fundraising proposal, determining next steps. - Lisa got email from Phil suggesting we get another bid for comparison. Lisa met with Jill and Doug. Jill was well aligned with our vision, has the experience we're looking for. Lisa will explore additional options from others in the state, so we can have three total proposals to consider. 	All 6:25 Report

- Need to make sure we have a cap (not to exceed) on our agreement if yet this year.
 - Expectation/goal is to spend this \$5000 by end of January.
 - Want to keep moving, make progress, while being in compliance with our policies around procurement.

Reports to the Board

11. [Executive Director's Report](#) Lisa 6:45 Report

Current Significant Issues:

- Added 12/9: Possibility of a RFP for an auditor (discussed with HN today, will discuss in fin comm next week). Have been with P&M for two three year cycles now and have been happy with them, but they are expensive. Looking to send RFP to four or five firms. Board is not required to approve RFP, but will have to approval the change of auditors.

Continuous Improvement Plan:

- Currently gathering data for the second cycle- we will have our second cycle data day on 1/6/2025. Will review data at our January meeting.

Committee Updates:

- **Finance-** We have begun broadly looking at 5 year worst case and best case scenario projections to help guide the fundraising efforts (re: state aid changes). Courtney is on both the fundraising and now the finance committee and that is very helpful. We are also considering Jill May's proposal and Phil suggested probably getting one other.
 - [RFP for an auditor](#)
 -
 - Doug asked about timing on info on state aid, Lisa to follow-up.
- **Facilities-** Based on discussion with MDE, we CAN sell our doors and use the funds to get new doors.
 - Currently exploring different/other/more pest control options

- **Evaluation-** I have submitted my goals to Stephen and Doug. I have questions about the process for the midyear- when, how, who? (discussed earlier)

- **Marketing and Tech-**
 - Marketing around the US News and World Reports results
 - What's next in terms of communicating the Strategic Plan?
 - Expo coming at the end of January- we have the collateral we need for now, but need new stickers.
 - ANY new ideas for recruitment of more families of color, families from historically and currently exploited communities?
 - ***Can the board commit to flyering (madison square, cherry, wealthy businesses) and preschool drop offs? Lisa to put out specific ask. And thinks we should redesign our flyer. Don't want to compete with GRPS, but want to promote our recent ranking results ("in cooperation with GRPS").***
 - *Phil: want us all to be aligned on our talking points for recruiting families (and also for board recruitment).*
 - Lisa, re: board recruitment: having at least one board member who is not a parent is considered a best practice by MDE.
 - Phil: suggested forming a recruitment committee.
 - Courtney: we should be intentional about demographics with eye toward more diversity in board recruitment.
 - Phil: strategic planning could do this work now, given that strategic plan process is wrapping up.

- **Safety committee (this is a parent/school based committee):**
 - New Safety Committee meeting on 1/13/2025 to review the renewed safety plan- once this is complete (reviewed for all necessary community members) the Board will then review and adopt
 - Rachel and I have begun attending the

quarterly Security Director meetings at the ISD			
Strategic Plan:			
- Minor language feedback. Questions are largely around how we get started / implementation.			
12.	Family Team Report (Quarterly): N/A		Report
Business			
13.	Old Business (previously moved) .1 N/A	7:15	Action
14.	New Business .1 Vote on Adoption of Strategic Plan 1st- PS 2nd- JB All- aye		Action
Closing			
15.	Public Comment open (Please limit comments to 3-5 minutes)		Comment
16.	Board Comment Period - Doug: congratulated Phil, Lisa, and the committee for all their work on the strategic plan.		Comment
17.	Adjourn	Travis	6:53 Action

School Leadership:

Executive Director- Lisa Nuyens LN

Pedagogista- Sarah Cooper- SC

GRPS Liaison:

Matthew Beresford

GRCDC Board Members:

Executive Committee-

President- Stephen Tanner - ST

Vice President- Justine Burdette- JB

Treasurer- Courtney Myers-Keaton- CMK

Secretary- Travis LaFleur - TL

Members at Large:

Kevin Davis-KD

Philip Strom - PS

Douglas Meeks - DM