

**WCCC Board of Directors  
Meeting Minutes  
January 25, 2013  
9:30 - 11 a.m.  
Bridges House Conference Room**

**MINUTES**

In Attendance: Carrie Dolan, Janet Yang, Lesley Henderson, Jeremy Martin, Dean Neff

Approved agenda: Jeremy, Lesley (second).

January 4 minutes: Jeremy, Carrie (second)

Janet:

In December , we were still at 71 children enrolled. For finances, in December, the income was down as expected (per budget given number of children), but we are still positive net income - under budget for income as well as expenditures.

Fees for the month - \$100 for waiting list. We have had many hits on the website and are giving many tours. The wait list is growing. We added a "how did you hear about us?" question on the website.

Items over budget - This was nothing big. These were already in the budget, but not budgeted for this particular month.

Activities: Not a lot going on right now. Copies of the winter activity calendar are available and on the website.

VSQI ratings were completed in December. We are waiting now to see what happens with this.

We continue to advertise Pre-K openings. The monetary incentive is still in tact for people who refer and have people they refer enroll. There was discussion about further advertising and how it is determined which students move up to the next class.

The state inspection process took place in December. The inspection went well. Only one violation: In one of the toddler rooms, the name tags had come off of the cots. This has been fixed.

An infant room teacher has departed for another job in the military. A woman from Michigan State University has been hired, and she will start in February.

Family Involvement Coordinator: December holiday party took place. Original Works was a huge mess with the process, and next year, we will use a different company - Square One art. We did make \$435, and there was some profit from the December portrait session.

Director's Report approved : Jeremy, Carrie (second)

Financial Report (Jeremy):

The Center was praised for saving money. There is a note that the electric bill was not given to the Center in December, so there will be two electric bills in January. Janet continually deserves kudos for saving money for the Center.

Also, the investments of the center (Morgan Stanley, etc.) are doing well. We hope to continue to put savings back into investments when this occurs.

Financial Report Approved: Lesley, Janet (second)

Discussion Items:

Eden:

Google analytics - Looking at these for the Childcare Center. We are number 7 out of 10 on Auxiliary Website's page views. Between Dec. 25 and Jan. 24 - 1740 total page views or "hits" and 1215 "unique" (individual IP addresses). This is a good number.

Williamsburg Families - We submitted a request to put an ad in on this blog (i.e., free advertising), and the next day, we had the most hits in one day that have ever occurred. Thus, this free advertising increased page views. "More information," "programs," and "enrollment" as well as "job opportunities" were the top four areas people clicked on our site. Within Auxiliary Services, Dining typically gets the most hits, and then Bookstore and Parking/Transportation. Our page gets more hits than the Tennis Center and the ID Office. This type of information can help us figure out how to add to or adjust our webpage.

Ants:

The building has been sprayed. There was one formal complaint to John about the smell of the insecticide. It was an environmentally and people-safe insecticide, but it had a smell. In the past few days, the ants are noticeably absent and things are better. There are problems all over campus in mulched areas, but our amount of mulch makes us more vulnerable to this problem. There was a very extensive approach to spraying; for example, teachers pulled out all items from the walls to spray behind and within these areas. The outside of the building has been sprayed. There was a suggestion to have this process take place during the winter break in the future, as this is a good opportunity when people are not impacted by the smell, etc.

Breastfeeding at WCCC: There has been other discussion about where on campus women can breastfeed; thus, it is becoming more of an issue. There was question by the college if this could take place at the Childcare Center. Janet has addressed this as a space issue as well in our building for our own parents. We are not prepared to handle more volume of people coming into our building. Also, there is a security issue to having other people on campus coming into the building. Other spaces are being investigated in buildings on campus. One suggestion is the Student Health Center.

We do now have a Nursing Nook in between the two infant rooms. There is a rocking chair and a table. It holds one nursing mother at a time. We are inviting a parent to make curtains to separate the toddler area as well.

There was some discussion of the possibility of having the college reimburse WCCC for use as a nursing center. We agreed that we need to know more about what is the motivation and what are the logistics behind this impetus. We discussed inviting him to the next meeting so that we can learn more about it, and to show him what the actual size of the nursing space is.

Through the Psychology Department, the Developmental Internship students are starting, and they are required 60 hours per semester. They are usually split between two classrooms. There are usually 12-14 students who come to complete their internship.

We will be talking more about the IRA and benefits summary at the next meeting.

Carrie called meeting to close at 10:29.

Our next meeting: February 22nd at 8:30 a.m. in the Bridges House conference room.