

DATE: January 21, 2026



BOARD OF TRUSTEES MEETING MINUTES – Meeting #2

Facilitator: Rachel Buonaiuto

Meeting Minutes: Emily Cochran

BOARD MEMBERS / ATTENDEES PRESENT (present noted in bold):

David DiCiccio

Vivian Ricketts

Rachel Buonaiuto

Katie Cimet

Alexandria Carlson

Jill Boodry

Barbara Carlson

Lorena Galvez

Kelsey Schaulsohn

Emily Cochran

John Rayla

Verna Krishnamurthy

Tony Gardner

Valerie Dupell

Kim Baldasaro

Natalie Bauer

Daniel Acker

Parent/Community/Staff (Non-Board) Attendees: Anne Dugan, Even Merck

Call to order, 7:34pm

Rachel Buonaiuto

1. Public Comment

- Open to Members of Corporation only
- No comments

2. Other Business

- **Executive Committee Vote**
 - Chair, Rachel
 - Vice Chair, John
 - Treasurer, David
 - Clerk, Emily

Motion to approve the Executive Committee as stated

Motion: Lorena

Second: Alexandria

In Favor: All

All in Favor. None opposed.

Board Member Ice-Breaker

- The Board members spent time introducing themselves and telling stories about their childhood and life.

Tuition + Finance Update [Evan]

- December financials --
 - Net profit of \$95k – drivers include tuition revenue, which was under budget, EEC funding, fundraising dollars, expenses remained on budget.
- Officer email accounts – tomorrow, new officers will get their new email accounts and passwords; and Board list on the website will also be updated.
- Farmhouse
 - Getting things set up to get it operational – cleaning service, internet and phone, furniture, etc.
 - Entrance for families will remain where it has been for now
 - Consigli has completed their work; Elaine's room will return to what it was
 - Old staff room will become space for preschoolers
 - Last piece of work is landscaping and full access to entrance for families to begin coming through the main door.
- Forward looking finance cal
 - Feb meeting – Finance comm will share a tuition proposal to the Board and March, will vote and then move to contract development.
 - April and May is budget creation window, with June vote on budget.
 - Also looking to likely get investment managers to join us somewhat regularly.
- Tuition Setting
 - 97% of ITCs income comes from tuition
 - Will look at enrollment and goals for the year, including balancing needs of the center and families.
 - Evan shared details on how we think about tuition setting

Development Update [Anne]

- Raised over \$20k from annual appeal, which was above our goal, and had 100% of the outgoing Board give.
- Gala this year is at the Discovery museum and have a number of new sponsorships.
- Anne shared with the Board action plan to help bring in sponsorships and donations for the Gala.

Enrollment [Barbara]

- We had an open house in Oct and had a lot of interest, in December, asked parents about their intention
- Lots of siblings are coming this year, meaning limited openings for others, which is creating more challenges this year.
- Hoping to provide updates on space by the end of Feb as we finalize the tuition.

Other Board Business

- Committee assignments – are influx right now, going to take a little more time to finalize that, especially with new Board members.
- Had hoped to do a SWOT analysis with the Board but will table for tonight. Please take

time to complete the survey sent around related to Board feedback.

- Board meetings are the third Wed of each month, with no meetings in August.
- Will hopefully do a Board retreat at some point with the group.

Adjournment

Motion to close the session at 9:29pm

Motion: Lorena

Second: John

In Favor: All

All in Favor. None opposed.