

**Para Los Niños**

Minutes, Board Meeting  
 September 22, 2022  
 (COVID-19)

**Board Members**

Marjorie E. Lewis, Chair	X	Jose Tejada	
Cathy Hession, Vice Chair	X	Murray McQueen	X
Ronnie Roy, Secretary	X	Andrei Muresianu	X
Sandra Aispuro	X	Mark Pan	
Susan Edelman	X	Walter Parkes	
Lorraine Prieto Berchtold	X	Gabriel Robles	X
Joshua Ludmir		John Wasley	X
Camilo Becdach		Cindy Winebaum	X
Andrew Herreria		Malin Wong	X
Parker Morse	X	Rebecca Rich	X

**PLN Staff**

Drew Furedi, President & CEO	x	Sarah Figueroa-Freeman, COO	X
Donna-Marie Reid, Exec. Asst. & Board Liaison	x	Katherine Nelson, VP of Student Success	X
Angela Capone, VP of Early Education	x	Deanette Brewer, VP of HR	X
Dan Nieman, VP of External Affairs	x	Camille Gonzales, CFO	X
		Sam Joo, VP of Student & Community Services	X

1. Welcome and Call to Order- Meeting was called to order by Marjorie Lewis at 3:40pm.
  - a) Agenda reviewed and approved
  - b) Minutes from June 23, 2022 reviewed and approved. Marjorie Lewis requested a motion to approve the minutes. Cindy Winebaum moved to approve, the motion was seconded by Ronnie Roy. Roll call vote held and motion was unanimously approved. There were no dissenting votes or abstentions.

Marjorie E. Lewis, Chair	X	Jose Tejada	
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Cathy Hession, Vice Chair	X	Murray McQueen	X
Ronnie Roy, Secretary	X	Andrei Muresianu	X
Sandra Aispuro	X	Mark Pan	
Susan Edelman	X	Walter Parkes	
Lorraine Prieto Berchtold	X	Gabriel Robles	X
Joshua Ludmir		John Wasley	X
Camilo Becdach		Cindy Winebaum	X
Andrew Herreria		Malin Wong	X
Parker Morse	X	Rebecca Rich	X

- *Aye: 14*
- *Nay: 0*
- *Abstentions: 0*
- *Absences: 6*

2. Chair’s Report - Reviewed & discussed the following:

- a) Board Member Officer Elections: Cindy Winebaum moved the nominations of Marjorie Lewis as chair, Cathy Hession as Vice Chair, Ronnie Roy as Secretary. The motion was seconded by Susan Edelman. Roll call vote held and motion was unanimously approved. There were no dissenting votes or abstentions.
- b) Update on Committees and Workgroups: Drew Furedi provided an update on committees and workgroups and invited board members to indicate their interest in joining any of the current committees (Charter Operations, Early Education, Finance, Governance, Executive).

3. CEO’s Report - Reviewed & discussed the following:

- a) COVID updates: Sarah Figueroa-Freeman presented on current protocols for workplace safety and led a discussion of potential next steps in the coming months. Will update again at the November meeting.
- b) Strategic Plan Update: Drew Furedi provided an update on progress towards completing the current PLN Strategic Plan and also provided context and background on how this plan was developed and launched. Also led a discussion on beginning plans for next iteration (to be launched by start of next year so planning will take place during the current program year)
- c) Cybersecurity Update: Sarah Figueroa-Freeman discussed PLN efforts to protect network from outside intrusion and cyber-attack. Discussed training already in place and plans to expand this training throughout the organization.
- d) PLN Student, Family, and Staff Demographics: Discussion of demographic data collection options. THIS ITEM WAS CONITNUED UNTIL NEXT MEETING.
- e) A Closer Look at Enrollment, Real Estate, and Compensation/Staffing Challenges: Drew Furedi and executive team provided updates on these deeper dive discussions held with board at last meeting and individually where necessary. Potential for additional discussion and action on some at the November Board meeting.

4. Development Report
  - a) Progress to Goal: Dan Nieman provided the Board with an overview of current fundraising progress. Year is starting off strong and some early gifts are providing nice momentum
  - b) 2022-23 Events: Discussed the idea of having at least 3 board “sponsored” get-togethers – small gatherings of friends and networks of board members – not heavy lift.
  
5. Finance Report –
  - a) July 2022 Financials: Camille Gonzalez reviewed and discussed PLN’s Financials from July 2022. As usual, not much to report as this is early in the fiscal year, but all is looking stable at this point – will watch the impact of lower enrollment and any need to offset with lower expenses later this year.
  - b) Late Fees / Online Software Discussion: Camille Gonzalez discussed the fact because most of our contracts require paper back-up, this slows down our process, which we annually get feedback on from LAUSD about any late fees for credit cards – even when the amounts are miniscule compared to total budget. We are investigating options to move credit card processing to an online solution. We will update finance committee and board at next meetings
  - c) Change to Accounting Policies and Procedures Manual (This item is part of the consent agenda): Updated OMB Circulars References The proposed revisions (and current Accounting Policy Manual are on Directorpoint.
  
6. Early Education Report
 

Angela Capone provided the following updates on the program, and noted that staffing (and thus lower enrollment) remain on the top of the priority list for the team. Angela is also working closely with Katherine and Lorena to best transition after her departure.

  - a) Finances: Update on current budget status
  - b) Enrollment: Update of program enrollment
  - c) Referrals: Number of child service referrals
  - d) Unusual incidents: Update on events at sites
  - e) Areas of Non-Compliance
  
7. Action - Consent Items – (All Materials are available on Directorpoint)
  - a) Approval of Revisions to Employee Handbook
  - b) Child Abuse Treatment Program Authorization
  - c) BAR42-224: LCCTR Mini Grant
  - d) BAR42-225: Interim Director
  - e) BAR42-226: Emergency HVAC
  - f) Approval of Suggested CACFP Food Vendor
  - g) Approval of Revised Accounting Policies and Procedures Manual

Marjorie Lewis requested a motion for approval of the above Action/Consent Items a-g. Cindy Winebaum moved to approve, the motion was seconded by Sandra Aispuro. Roll call vote held and motion was unanimously approved. There were no dissenting votes or abstentions.

Marjorie E. Lewis, Chair	X	Jose Tejada	
Cathy Hession, Vice Chair	X	Murray McQueen	X

Ronnie Roy, Secretary	X	Andrei Muresianu	X
Sandra Aispuro	X	Mark Pan	
Susan Edelman	X	Walter Parkes	
Lorraine Prieto Berchtold	X	Gabriel Robles	X
Joshua Ludmir		John Wasley	X
Camilo Becdach		Cindy Winebaum	X
Andrew Herrera		Malin Wong	X
Parker Morse	X	Rebecca Rich	X

- *Aye: 14*
- *Nay: 0*
- *Abstentions: 0*
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8. Closed Session:

Closed session discussion was about evaluation process for CEO.

Meeting was adjourned at 5:16pm




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Board Secretary