



# MINUTES

## IRVINE CHILD CARE PROJECT SPECIAL MEETING

July 20, 2020  
8:30 AM

Adam Buchanan  
President

Ira Glasky  
Vice President

Alan Battenfield  
Clerk

Board Members:  
Melissa Fox  
Stephanie Bynon

**Irvine Child Resource Center  
14341 Yale Avenue  
Irvine, California**

### CALL TO ORDER

A special meeting of the Irvine Child Care Project (ICCP) was called to order on Monday, July 20, 2020 at 8:30 a.m. by President Buchanan.

### ROLL CALL

Present:	BOARD MEMBER:	Stephanie Bynon
	BOARD MEMBER:	Melissa Fox
	CLERK:	Alan Battenfield
	VICE PRESIDENT:	Ira Glasky
	PRESIDENT:	Adam Buchanan

### PLEDGE OF ALLEGIANCE

Supervisor Stubler led the Pledge of Allegiance.

### INTRODUCTIONS

There were no introductions.

### ANNOUNCEMENTS

There were no announcements.

### PRESENTATIONS

There were no presentations.

## **ADDITIONS AND DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda

## **PUBLIC COMMENTS**

Ellen England, Director of Creekers' Club expressed her gratitude to the ICCP board for the ongoing rent relief, she stated that it has allowed her to retain staff. She also thanked Community Services Supervisor Traci Stubbler for the continued support in securing additional space on her IUSD campus for her program. Ellen expressed hope for the future of her program based on the rent relief the ICCP board has provided during this challenging time.

## **BOARD BUSINESS**

### **1. ICCP CHILD CARE PROJECT RENT RELIEF FOR PROVIDERS CONSIDERATION**

**Public Comment on item 1:** Michael Hagemann, parent of a child who attends Creekers' Club, thanked the Board for the ongoing rental relief support to ICCP programs. Michael asked the Board to select option D and waive all rent for August only, make September rent due Friday, September 18, 2020, and place a discussion of September and October rent on the September 14, 2020 agenda. Additionally he asked the board to set a special meeting in August to discuss programs utilizing additional classrooms after school hours to permit smaller group sizes, contingent on the program director obtaining approval from both state licensing and the local site administrator.

**Discussion included:** New State guidelines related to after school program group sizes and the impact on enrollment, how ICCP sites are currently accessing additional space on campuses, ICCP's fixed costs moving forward, and how school re-opening will impact ICCP enrollment.

**Moved by Vice President Glasky, seconded by Board Member Bynon, and unanimously carried to:**

**ACTION:** Approve Option A: Waiver from 50 percent of the rental payments for the month of August 2020 which would be a loss in revenue to ICCP of \$78,870. And ask staff to schedule a special meeting in August to discuss rental relief for the month of September.

## **REPORTS**

### **2. FACILITIES AND BUDGET REPORT – JOHN FOGARTY**

Report included in packet was reviewed

### **3. ICCP ADMINISTRATOR'S REPORT – TRACI STUBBLER**

Report included in packet was reviewed

**ADJOURNMENT**

Moved by Clerk Battenfield, seconded by Vice President Glasky, and unanimously carried to adjourn the meeting at 9:14 a.m. The next Regular Irvine Child Care Project Board Meeting will convene at 8:30 a.m. on **Monday, September 14, 2020.**



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SHANE DINEEN  
RECORDING SECRETARY



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ADAM BUCHANAN, PRESIDENT  
IRVINE CHILD CARE PROJECT

Date Approved: September 14, 2020