

Minutes of the Meeting of the Board of Directors of
TERRY TUTORS SPECIALIZED EDUCATION SERVICES

The Board of Directors of Terry Tutors Specialized Education Services, Inc., held its annual meeting on July 16, 2022 at 11:00 am at 13423 Burbank Blvd. in Sherman Oaks, California 91401 via teleconference.

The following directors were in attendance at the meeting

- Christine Terry, Executive Director
- Elisabeth Miller, President
- Laura Gonzalez, Vice President
- Lydia Butterfield, Treasurer
- Anne Esparza, Secretary

QUARTERLY FINANCIAL REPORT

The Chairperson submitted the quarterly financial update, indicating that as of July 2022, Terry Tutors Specialized Education Services is currently carrying a balance of \$508.87. Donation total \$13.38 (coming from the Amazon Smile donation platform). There are no in-kind donations to report. Year-to-date employee salary, trainings and educational expenses are \$0.00.

CHANGE OF BANKS

The Chairperson also noted that she transferred the company's business account from Bank of America business checking (monthly fee based) to California Credit Union, a credit union for educators with no fees.

BUSINESS MODEL

The Board discussed the business' model: its current donation-only model versus a resource hotline model. Bringing together the Board's various expertise (Occupational Therapy, Language and Speech Pathology, General Education Teacher, Education Administrator, Special Education Teacher, Financer) the idea of establishing the business as a platform to support parents looking for a Care Coordinator, a person who facilitates the relationships between Parent/Child, Therapies/Providers, State Funding Resources (ie: Regional Center, SSI, Department of Rehabilitation) combines the essence of what the business would like to achieve and provides a much-needed resource in an system that is very difficult to navigate for most parents. The ultimate question: How can we support parents looking to support their special needs child? The

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Board agreed to continue researching current private and public business/groups that provide similar services.

WEBSITE & DOMAIN

The Chairperson notified The Board that due to heightened online security measures, the website was required to upgrade with the current domain and website platform: GoDaddy. The new security measures afforded the nonprofit the opportunity to change url handles from TerryTutors.com to TerryTutors.org. The nonprofit continues to own both domains to secure any traffic resulting from previous .com web presence and marketing.

STATUS & PROJECTIONS

The Chairperson informed the Board that the nonprofit continues to operate on a maintenance status, meaning part-time and only one employee, Christine Terry, as of now. This ensures the nonprofit can grow at a steady pace with little overhead while also acknowledging current expenses for its employee (such as student loans), which require the employee to continue to maintain full-time employment outside the nonprofit. Regarding long-term projections, the Board discussed possibilities for full-time employee status in the coming future.

ADJOURNMENT

Since there was no further business to come before the meeting, upon motion duly made and seconded, the meeting was adjourned at 12:00 pm.

Anne Esparza

Anne Esparza, Secretary