

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 June 10, 2024 at 7:00 pm 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 Terry Tutors Specialized Education Services is currently a balance of \$349.67 (2023) and \$270.31 (mid-2024). There are no in-kind donations to report. Year-to-date employee salary, training and educational expenses are \$0.00.

STATE AND FEDERAL NON PROFIT FILINGS CURRENT

The Chairperson noted that all NonProfit annual state and federal filings and renewals are current. Next due dates are as follows: January 2025: State of CA Franchise Board and IRS 990N (e-postcard); February 2026: Secretary of State; May 2025: Registry of Charitable Trusts (DOJ).

WEBSITE & DOMAIN NAMES

As a tax exempt organization, the Nonprofit researched whether it was eligible to receive a discount or reduced sales tax from the previous website host (Go Daddy). The President submitted IRS documents to evidence tax exempt status to Go Daddy, but GoDaddy did not respond. Therefore, the Nonprofit changed to a more economical option: Cloudflare.

The Chairperson notified The Board that the nonprofit's website has canceled its GoDaddy hosting site and it has changed to a Cloudflare-based hosting site as of February 2024. Renewal fees for the TerryTutors.com and TerryTutors.org domains and its website are now only \$19.88 annually. However, Terry Tutors no longer has outlook email services; instead it will use its free GMail Account for communication.

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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.

SOCIAL-EMOTIONAL LEARNING PROJECT

The Board also discussed a potential project, which would allow Terry Tutors to recoup funds from the sale of a Social-Emotional Learning (SEL) curriculum program. Items discussed were as follows: (1) Preliminary research in market saturation (ie: other names other than SEL; Pragmatics; Social Emotional; Other topics/titles/names; Required SEL or Speaking and Listening under the Common Core State Standards adherence to the State curriculum; and a “Focus Group” of Teachers (General Educators and Special Educators, credentialed in Mild/Mod and Mod/Severe) 2. Audience: Who is this Program Written for: Specific Special Education Students (Mild/Mod v Mod/Severe) and/or General Education Students; and (3) Will it be a Clinical v. Curriculum based focused program.

The Executive Director asked The Board if it would be open to meeting quarterly to further discuss this SEL idea. The Board agreed. Its next meeting will be October 2024 to review the preliminary SEL research.

ADJOURNMENT

The Secretary gave permission to electronically sign the meeting notes.

Since there was no further business to come before the meeting, upon motion duly made and seconded, the meeting was adjourned at 7:40 pm.

Anne Esparza

Anne Esparza, Secretary