

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

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The Board of Directors of Terry Tutors Specialized Education Services, Inc., held its annual meeting on August 10, 2019 at 12:00 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 as of July 2019, Terry Tutors Specialized Education Services is currently unprofitable with a gross income of \$1,455.25 and a net income of -\$673.58. Monetary donations are \$9.87 (coming from the Amazon Smile donation platform and interest on the company's savings). There are no in-kind donations to report. Year-to-date employee salary, trainings and educational expenses are \$0.00.

#### **WEBSITE UPGRADE**

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.

#### **PRICE POINTS**

The Chairperson discussed a pricing model of 3 for 1 services, whereby each academic, behavior and advocacy service would be the same price so that families/customers could "mix and match" services as needed. The Board agreed to try this pricing model and review its progress and success at the next meeting.

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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.

**ADJOURNMENT**

Since there was no further business to come before the meeting, upon motion duly made and seconded, the meeting was adjourned at 1:05 pm.

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Elisabeth Miller, President, substituting for  
Anne Esparza, Secretary