

YMCA Preschool Advisory Board Meeting

Date: Monday December 9, 2024

Time: 11:15 - 11:55 AM

Location: Webex

Dr. Lynne Adams, Chair, welcomed Board members.

Board members introduced themselves with name, title and years at UMBC.

Updates from YMCA Preschool

Current enrollment: 53 children

UMBC affiliated families: 11 children

Maximum enrollment is 64 children across 4 classrooms.

Concerns from YMCA Preschool

- **Signage** – staff believe one reason they have trouble recruiting preschool staff and enrolling new families is because it's difficult to find the preschool on UMBC's campus. Staff suggested better signage to help direct guests and job candidates. Lenn Caron offered to assist with this project.
- **Website** – discussion revolved around improving website information – both UMBC and YMCA sites. Specifically, to include more up-to-date information and marketing materials and to include directions to the preschool. Kelly Coleman will provide a liaison from Human Resources and Strategic Talent Management for the UMBC website.
- **Communication regarding maintenance** – staff requested better communication about scheduled maintenance to the preschool building. They were caught off guard recently with roof work. Lenn Caron offered to follow-up about sharing scheduled maintenance in advance.
- **Word of mouth around campus** – staff asked Board Members to help spread the word about the YMCA Preschool around campus. They have heard from parents affiliated with UMBC that they were unaware about the YMCA Preschool. Several Board Members offered to include information in various newsletters for faculty, staff and students.
- **Campus closures due to inclement weather** – staff requested early notification of any campus closures so they can communicate with families as early as possible. Lenn Caron suggested Preschool staff and parents sign up for text alerts. Decisions are made, ideally, by 5:30AM but no later than 6AM and communicated by text message, email and a banner on the UMBC homepage.

Future Quarterly Meetings

Mondays and Wednesdays are busiest for the group. Meetings will likely be held on Tuesdays and/or Thursdays – while being mindful of recurring Faculty Senate meetings. Justine Gonzales will set these up and email invitations to Board Members.