

PCIC Board Meeting Minutes (Virtual)

April 30, 2020, 3pm-4pm

Board members present David Buck, David Finn, Susan MacDonald, Richard Lee, Annise Parker

Absent: Osama Mikhail

Staff present: Kallol Mahata, Bryan Bolton

Minutes taken by: Bryan Bolton

Meeting called to order: 3:03pm by David Buck

I. Review Agenda – David Buck

- a. David Buck reviewed the agenda and asked if there were any additional items to be discussed and then were none.

II. Consent Agenda – David Buck

- a. March minutes were approved by board members via email
- b. The April financials were approved by board members via email

III. Strategic Items – Dave, Kallol & Bryan

- a. UH Updates – David Buck & Kallol Mahata
 - i. Reported that our RFP submitted to UH-COM was declined
 - ii. UniteUs was chosen as the vendor for a 1-year contract, with work beginning in June.
 - iii. This may have been a political decision
 - iv. PCIC will continue to work with other colleges and depts, such as the School of Social Work – Healthy Start program
- b. Contracts & Grants – Kallol Mahata
 - i. Reported that we received the PPP (Payroll Protection Plan) funding for \$246,092 to support payroll, rent, and loan interest (timeline to use the funds is for 8 weeks), ending July 2nd.
 1. A detailed report is on the “April 30th CEO report”
 - ii. We have received \$87,250 in individual contributions
 - iii. Submitted \$305,000 in grant requests since last board meeting
 - iv. We have 4 new contracts being secured
 - v. Discussed a timeline for mid-May to bring back furloughed FT employees
 - vi. We are building a plan to increase salaries as budget allows
- c. SBA/PPP Loans – Bryan Bolton
 - i. Reported we received \$10,000 cash advance from SBA/EIDL program
 - ii. No updated to report regarding the SBA loan for \$250,000, but may not move forward with it, due to interest rate, and the PPP forgivable loan we received.

David Buck adjourned the meeting at: 3:33pm

Minutes submitted by: Bryan Bolton on 6/10/20

Minutes Approved by: David Finn