



MINUTES

IRVINE CHILD CARE PROJECT REGULAR MEETING

Cyril Yu
President

February 9, 2026
8:30 AM

Christine Knowland
Vice President

Kelli Cheshire
Clerk

Irvine City Hall
Conference Training Center (CTC)
1 Civic Center Plaza
Irvine, California 92606

Kristin Auer
Board Member

Melinda Liu
Board Member

CALL TO ORDER

The regular meeting of the Irvine Child Care Project Board (Board) was called to order at 8:31 a.m. on February 9, 2026, in Conference Training Center (CTC), Irvine Civic Center, 1 Civic Center Plaza, Irvine, California: President Yu presiding.

ROLL CALL

Present: 3

PRESIDENT:

Cyril Yu

VICE PRESIDENT:

Christine Knowland

BOARD MEMBER:

Kristin Auer

Absent: 2

CLERK:

Kelli Cheshire

BOARD MEMBER:

Melinda Liu

PLEDGE OF ALLEGIANCE

President Yu led the Pledge of Allegiance.

PUBLIC COMMENTS – NON-AGENDIZED ITEMS

There were no public comments.

INTRODUCTIONS

Superintendent Traci Stubbler announced Melinda Lui, has been appointed as the new City Council representative to the board.

1. REPORTS

1.1 FINANCIAL REPORT

John Fogarty, Irvine Unified School District (IUSD) Assistant Superintendent, reported on the Fiscal Year 2025-26 budget.

1.2 ADMINISTRATOR'S REPORT

Superintendent Stubbler reported that as of January 1, 2026, 31 scholarships have been awarded across 14 sites totaling \$88,806. ICCP Scholarship applications continue to be accepted.

The Directors' Forum was held on February 5 at the Irvine Civic Center. All 29 sites were in attendance for the presentation on coaching staff to success in after-school programs.

BOARD ANNOUNCEMENTS/COMMITTEE REPORTS/COMMITTEE UPDATES

There were no announcements.

ADDITIONS AND DELETIONS TO THE AGENDA

There were no additions or deletions to the agenda.

2. CONSENT CALENDAR

ACTION: Moved by board member Knowland, seconded by board member Auer and unanimously carried by those members present to approve consent calendar items 2.1 through 2.10.

2.1 MINUTES

ACTION:

Approved the minutes of the Irvine Child Care Project Board regular meeting held on January 12, 2026.

2.2 WARRANT REQUEST – CATALYST FAMILY INC.

ACTION:

Approved payment of \$95,148.75 to Catalyst Family Inc. for child care development services for December 1-31, 2025

2.3 WARRANT REQUEST – CATALYST FAMILY INC.

ACTION:

Approved payment of \$55,204.00 to Catalyst Family Inc. for SB140 Cost of Care Plus Rate Quarterly Payment.

2.4 WARRANT REQUEST– IRVINE CHILDREN'S FUND (ICF) SCHOLARSHIPS

ACTION:

Approved payments for warrants totaling the amount of \$20,002.43 [\$5,110.37 Community Development Block Grant (CDBG); \$14,892.06 Irvine Children's Fund (ICF)] for child care services for December 1-31, 2025 funded by ICF scholarships.

- \$ 7,520.70 to Catalyst Family Inc. (ICF)
- \$ 0.00 to Creekers Club
- \$ 570.00 to Dolphin Club (ICF)
- \$ 0.00 to Kids Stuff
- \$ 11,911.73 to Rainbow Rising (\$5,110.37 CDBG; \$6,801.36 ICF)

2.5 WARRANT REQUESTS – IRVINE UNIFIED SCHOOL DISTRICT (IUSD)

ACTION:

Approved payment of \$81,904.00 for Utilities, Facilities and Financial Support Services, and Custodial Services for the month of December 2025.

- \$ 60,986.00 for Custodial Services
- \$ 9,733.00 for Utilities
- \$ 11,185.00 for Facilities and Financial Support Services

2.6 WARRANT REQUEST – CITY OF IRVINE

ACTION:

Approved payment of \$50,842.42 to the City of Irvine for Contract Services and Program and Grant Administration for the month of December 2025.

- \$ 36,622.45 for Program Administration
- \$ 6,974.97 for Grant Administration
- \$ 7,245.00 for Contract Services

2.7 IRVINE CHILD CARE PROJECT (ICCP) EXPENSES PAID BY IRVINE UNIFIED SCHOOL DISTRICT (IUSD)

ACTION:

Received and filed attached invoices in the total amount of \$153,358.00 paid by IUSD on behalf of ICCP.

2.8 DEPOSIT OF STATE GRANT APPORTIONMENT

ACTION:

Received and filed record of deposit from the California Department of Social Services as follows:

- \$ 227,611.00 01-005-50100-8290
- \$ 108,495.00 01-005-50100-8590

2.9 DEPOSIT OF PLUS RATE PAYMENT PURSUANT TO SENATE BILL (SB) 140

ACTION:

Received and filed record of deposit from the California Department of Social Services as follows:

- \$ 60,276.00 01-005-50100-8590

2.10 DEPOSIT OF SCHOLARSHIP FUNDS FROM IRVINE CHILDREN'S FUND (ICF)

ACTION:

Received and filed the record of deposit of funds from ICF into the appropriate account as follows:

- \$ 22,925.47 01-005-712-00-8290
- \$ 14,892.06 01-005-712-00-8689

BOARD BUSINESS

3.1 IRVINE CHILD CARE PROJECT (ICCP) PROPOSED BUDGET FOR FISCAL YEAR 2026-27 WITH MULTI-YEAR BUDGET PROJECTIONS

ACTION:

Submitted for Board review and discussion.

Discussion included: Staff requested the Board's input on the preferred 2026-27 rental rate adjustment based on the provided scenarios (no increase, 1%, or 2%). The Board discussed and expressed support for a 1% increase as a prudent approach.

3.2 IRVINE CHILD CARE PROJECT (ICCP) BOARD REORGANIZATION

Superintendent Stubler declared nominations open for President of the Irvine Child Care Project Board.

ACTION:

Moved by Board Member Knowland, seconded by Board Member Auer, and unanimously carried by those members present to select President Yu to serve as the President of the Irvine Child Care Project Board.

President Yu declared nominations open for Vice President of the Irvine Child Care Project Board.

ACTION:

Moved by Board Member Auer, seconded by President Yu, and unanimously carried by those members present to select Vice President Knowland to serve as the Vice President of the Irvine Child Care Project Board.

President Yu declared nominations open for Clerk of the Irvine Child Care Project Board.

ACTION:

Moved by President Yu, seconded by Vice President Knowland, and unanimously carried by those members present to select Board Member Auer to serve as the Clerk of the Irvine Child Care Project Board.

ADJOURNMENT

Moved by Board Member Auer, seconded by Vice President Knowland, and unanimously carried by those members present to adjourn the meeting at 8:44 a.m.


CYRIL YU, PRESIDENT


Mona Mojabi
RECORDING SECRETARY

Date Approved: 3/9/26