

Board of Directors

September 9, 2013 Meeting Minutes

In Attendance: Gwyn Radtke, Cori VandeKieft, Sue Carr, Jodi Schmitt, Peter Osman, Krista Massian, Stacey Neuman, Julie Tokheim, Jessica Carlson, Margo Duffy, Dawn Van Horn, Brie Chapa, Stephanie Ehlers, Diana Roehr and Alison Downey.

Call to Order: Julie called the meeting to order at 7:00 pm.

Approval of August minutes: Minutes were approved with no corrections.

Director's Report

▲ Current Enrollment for 2013-'14:

All classes are full except for the 4K afternoon class, which is at 11.

Toddler Time session 1 is full for all days, and there has been interest from additional families for session 2.

Lunch Bunch is currently at 11 for Tuesday, 6 for Wednesday, 14 for Thursday, and 6 for Friday.

All staff and subs have been retrained in CPR, ADD, and First Aid.

Sue and Juli have applied for their 4K sub licenses.

Margo and Marcia are marketing the 4K afternoon class to try to increase numbers.

We are undergoing the short version of accreditation this year.

President

The Board members signed copies of the BOD Ethics and Confidentiality Policy.

New fundraising ideas, proposed by a parent, were discussed by the Board, including a possible sale of winter gear similar to the Half-Pint Resale, in which all items would be donated to the School and all proceeds benefiting the School. Krista and Julie will follow up on this.

Treasurer

The Board reviewed the P& L and Balance Sheets.

Event Coordinator

Meet, Greet & Eat will take place October 4th from 5-7 pm. Fliers will be sent out in brown bags the week of September 16th.

The Board agreed to book “Mr. Dave” for the Spring Fling.

Fundraising Coordinator

The buy-out option on fundraising will be presented more clearly this year, with a slip offering that option to parents sent along with other fundraising materials.

Fall fundraisers will include Butterbraids, Community Change, and Oliver's Labels.

Classroom Coordinator

Some co-op parent duties have not been filled yet, including for Meet, Greet & Eat in October.

Equipment and Inventory Coordinator

Bee abatement efforts on the playground continue.

Purchaser

We have been using amazon for most of our purchasing, and will need to use a credit card for additional savings on their subscription program.

Advertising Coordinator

We are heavily marketing for the afternoon 4K class, including a new ad in the Isthmus and the Daily Page.

Adjournment

Next meeting date: Monday, October 14th, at 7:00 pm in Room 104.

Alison Downey