

Board of Directors May 7, 2017 Meeting Minutes

In Attendance: Maureen Treichel, Jessica Kennedy, Katy Kaufman, Mark Werwie, Betsy LaMore, Jamie Wohlgamuth, Stacey Neuman, Jesse Pagel, Donna Campanelli, Erin Kernkamp, Kristi Torno-Buske, Sue Carr, Jodi Schmitt, Zach Barber, Maggie Jakubczak, Teresa Bentler

Call to Order: Meeting called at 7:02pm

Approval of April Minutes: Approved with no changes.

DIRECTOR'S REPORT (Sue): Next year's current enrollment is as follows:

Penguins – Full with 1 wait list
Starfish – 10
Seahorses – 5
Dolphins – Full
Manatees – Full
Toddler Time – 21/40

8 kids have withdrawn since enrollment day. Some got in to their home elementary school, some have moved, one was a TT age exception that didn't want to wait to find out and one went to IHM because of better wrap around care options. Two kids in the 4K morning class will be dropped off and picked up by Play Haven. It was all set up by the parents; the teachers are working out who will go to the circle drive where the bus will drop off and pick up.

Targeting on Facebook has been useful since a lot of people have reached out to Sue through Facebook. We have 3 days we will be at the Capitol View Farmers' Market and 2 days at the Monona Market. 2000 coupons were sent home in bags at the Little Badger and Half Pint resale and we sent 175 brochures & coupons home with the Dane by Local Neighborhood Walk Event in the Atwood Neighborhood. We've had 1 person sign up for TT with their Half Pint coupon. Sue is writing articles for the Lake Edge Neighborhood Assoc newsletter. Sue sent a huge email to families from the past 6-7yrs if they knew of kids or had kids of their own.

This summer Stephanie will be finishing Spanish 2 and Juli will be finishing her 2yr preschool credential which is the set of 6 classes she is taking and Dawn & Sherri will both be taking Part II of the Basic Childcare classes that will qualify them both to be lead teachers by the State of WI.

Sue sent a list of the safety issues to the Church and they responded by wanting us to let them know what we would pay for and what we would want them to pay for. We have spent \$89 on walkie talkies from the \$400 grant money we received. Jesse and Sue are working on installing deadbolts on the classroom doors, which we will pay for, but we will be asking for the Church to pay for keying the two exterior doors by the playgrounds and looking to change the outdoor access.

Sue will be out of town from May 18 through May 26. Stephanie is in charge in case of emergency when she's in the school otherwise its Diana

End of the year Board and Teacher Party is June 12 at 6pm at Sue's house.

PRESIDENT (Maureen): Nothing to report.

VICE PRESIDENT (Jessica): All Board positions for 17-18 school year are full except for a Fundraiser Position. Jessica is going to draft up a letter to go in the packets to all the parents for next year.

TREASURER'S REPORT (Katy): Budget was reviewed. Maria's amount went up because it reflects the rate that was negotiated last summer and was not reflected in last year's budget. In reviewing all of what Maria did, it was determined we are getting a good deal at \$175/month. Definitely works more than 2-

3hrs a month. The budget reflects a reduced rate for the Seahorse class. The Executive Committee met last week to discuss the budget. Normally we charge \$245 for the Seahorse class and we are looking at reducing the cost to \$225. We will be offering a Seahorse class no matter what. We would involve them more with the Manatee class like going outside together and making it more interactive if the class size remains small. If there are only 5 kids in the class, we have not decided if there would be more than 1 teacher in the classroom. Mark made a motion to reduce the Seahorse class rate to \$225 which was seconded by Katy and approved by the Board by unanimous vote. If enrollment increases, we would look at making an amendment budget prior to the start of the school year. With that said, Mark made a motion to approve the 17-18 school year budget as presented to the Board which was seconded by Jamie and approved by unanimous vote.

FUNDRAISING (Betsy & Jamie): Betsy checked with most of the meat purveyors in town and most would be willing to give us discounted brats if we were to have a brat stand. The main reason is they couldn't resell. Betsy will talk to Metro Market to see how we could get involved in selling at their brat stand. She will also talk to her brother about what they did in Monroe and see if we could still do a brat sale. Jessica said she had a class mate from high school whose husband is a wrestling coach and they were posting on Facebook about selling packages of brats and other local meats. Jessica took a screen shot of it and will send it to Betsy.

EVENT COORDINATOR (Stacey): Nothing new to report.

VOLUNTEER COORDINATOR (Erin): Next volunteer event is the end of year clean up. We had one person not show to the garden clean up so they are in for the end of the year event.

EQUIPMENT & INVENTORY (Jesse): Jesse picked up 7 bags of mulch and 7 bags of sand. One window A/C unit has been installed. There is stinging nettle, which is a plant that can cause irritation when touched, growing on the fence line of the playground. Maureen stepped up and said she would work on removing them.

PURCHASING (Donna): There still is some money left over, just under \$180 and the teachers will send Donna a list of things to buy.

ADVERTISING (Kristi): Nothing new to report.

New Business: None

Meeting Adjourned: 7:43pm

Next Meeting: July 10th