

Meeting called to order at 6:41

Present: Jane, Kristin, Ryan, Jay, Rachel, Ann (new HOS), Tony (on phone)

Approval of minutes from July meeting: fix typo related to 100 points with 1010 points.

Jane motions to approve the minutes, Kristin seconds. Unanimous.

Motion to Approve Jay: Rachel motions to accept Jay Rabbe as volunteer board meeting, Kristin seconds. Motion carries unanimously.

Jane - motioned to change order of the agenda so

Note: In reading Board Bylaws, we are supposed to do our annual meeting in June and vote in election of officers/executive committee the month after. This time it will take place in September 13, 2016.

Action Item: Rachel will send Ann meeting minutes from Annual Board meeting

Action Item: Kristin will add Ryan and Jay to the GoogleGroups.

### **New Business:**

- Moving up the discussion of Ann's Contract.
- Kristin: can't call the health care expenses "reimbursement", due to conversations with Hacker and Nelson, everyone gets \$100/month that is taxed with their paycheck. Call it stipend instead of "reimbursement".
- Action Item: We'll send staff a letter clarifying to the staff that this is a stipend and that it will be \$1200.
- Question about executive order about overtime: \$47,000 salaries → anything below will have to be hourly. Do teachers qualify? HOS?
- Action Item: Kristin - have Hacker and Nelson look into the issue of the implications of the EO on salaries.
- Change in language on health related expenses → reimbursement to stipend, "will be provided" rather than "reimbursed"
- Make the yearly health stipend August 15, 2016-August 14, 2017, change from August 22-August 21st
- Discussion of Ann's daughter running Sunflower
- We'll make the changes and
- Kristin motions to approve the contract with the said changes, Jay seconds. No further discussion - All in favor, motion carries.
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Based upon the recommendations of the hiring committee, discussion of hiring Ann S.

Jane makes the motion to accept Ann Shaufenbuel as the HOS for the 2016-2017 school year, Kristin seconds. No further discussion. Unanimously passes - motion carries.

Tony departs at this point (7:07 pm) → he'll sign up for play space improvement on Thursday.

Officially welcoming Ann Schaffenbuel as HOS. Request that we host a coffee to meet families from 9-11 am at Java John's

Action Item: Jane will send out an email to families to have a meet and greet with Ann. All prospective leads, summer day camp families, etc.

Back on the Agenda:

### **HOS Report:**

October 1st, we need to reapply for DHS licensing. QRS is another agencies (Quality Rating System as a Preschool), QPPS is another. They are looking at us for relicensing and leveling up and down.

Darla Buttekoffer from CCRR and works for the purpose of the QRS. Came and spent 3 hours, we need to change outlet covers, cords, etc. She will be coming back August 29th, first day of school, she will be coming to review files - just to let us know what we are missing. This is as part of the preparation for August. We removed the slide and got a point for that.

Bridge? - She says we'll put it in writing how we will manage its safety, we need to get rid of the blue and orange slide. Think about getting rid of the house and get a willow structure.

Updating files for incoming students → Jane will work with Ann.

We're at 20 students in Children's house, 4 for E1

Entrapment - we need to fix the hole during our playground renovation.

Anne and Jane will be transferring duties HOS from here on out.

### **President's Report:**

Hiring new HOS.

Question about whether Jane can/should be president. She can, but we need to decide whether that is in our best interest. We'll need to decide about other officers.

September, do we want to restructure our officers? We'll all think about it.

### **Treasurer's Report:**

Cash on hand:

We're going to make about \$2000-\$3000 for day camp.

Donation from Community to Support Physical Infrastructure for E1

Line of Credit: pretty much just covers our August dip, only activated \$12,000.

Taxes:

Sales tax exempt -- Kristin found the Walmart Tax Exempt card and will make copies

For the next year, Kristin will do the same projection.

Kristin will do payroll until Ann feels comfortable →

Motion: Kristin will handle payroll submitting what Hacker and Nelson need and will continue that until September 15th when Ann will take over. Rachel seconds, no further discussion, motion passes unanimously.

Credit card is out of Erika's name, Kristin will get Ann a debit card.

Overdrafts

Committee Reports:

### **Playspace renovation:**

- August 17-21, playspace renovation

### **5 Plates:**

Ann and Jane will send an email to families about interest in doing 5 Plates

Action Item: Jane will check with Kelly about DDTR.

### **Old Business:**

New locks on doors -> challenge getting the right kind of locks for the doors. Roger's locks did a quote will be around \$1700 each. There could be professional code of ethics, they are rated for residential not commercial.

Are there options for a FOB? It takes a staff member to monitor it, difficult.

If we only have one door accessible, we might have three doors with a panic bar.

In the stopgap, we'd have an eyehole and a panic door.

Further Action Needed: Pricing door that has panic bars, looking into other security system.

Idea → doing locks as a specific ask at 5 plates as a line item.

### **E1 Contract:**

- Each student charges \$450, proposal
- Idea of taking out 25% for administrative cost and 75% for Jane
- Hitting up the Montessori AMI to see what tips we might have. Or Viroqua and Waldorf. Are there analogs that we can look to?
- Kelly Johnson - homeschool family support
- We need something in place by when school starts.

Action Item: sub-committee E1 Teacher Contract committee:

- Kristin, Rachel, Jay
- Action Item: We'll make sure there is a contract that the board votes on by the August 26th.
- Afternoon, four year olds are getting their 4 year old grant time. Invite kids down
- Note: We'll vote on summer salary and Jane's contract when we meet before the end of August.

New Business:

- Discussion about allowing kids to come in during early out - board feels as though it would be difficult to manage. Conveineice.

Adjourn @ 8:25

Tuesday, September 13: 6:30 pm

