

## NE IA MONTESSORI BOARD MEETING

<b>Meeting Date:</b>	Date: May 17, 2016 Time: 6:30	
<b>AGENDA ITEM</b>	<b>DISCUSSION AND MOTIONS</b>	<b>ACTION/RESPONSIBLE INDIVIDUAL</b>
<b>Board Members Present</b>	<b>Present: Tony, Andy, Jane, Rachel, Erika</b>	
<b>Call to Order</b>	Meeting called to order at 6:37	Quorum Present
<b>Approval of Minutes</b>	April's minutes approved pending reformatting.	
<b>HOS REPORT</b>	<p><b>Maintenance Items</b></p> <ul style="list-style-type: none"> <li>• Discussion of birds that were in the wall - Scott and Kristin took care of it and Bret has fixed the vent issue and drywall.</li> </ul> <p><b>Schedule:</b></p> <ul style="list-style-type: none"> <li>• Last day of school - Thursday the 26th, full day of school because families weren't able to join. After lunch the children and guides will walk to Phelps, and we'll start the potluck when Latchkey is over. Potluck will be at 5:30 at the Pavillion closest to the playground</li> </ul> <p><b>Enrollment:</b></p> <ul style="list-style-type: none"> <li>• Discussion of current enrollment.</li> </ul> <p><b>Administrative:</b></p> <ul style="list-style-type: none"> <li>• Files currently out for taxes, administrative reasons.</li> </ul>	Return files to HOS by May 31st
<b>Treasurer's Report</b>	Treasurer is ill and will send her report by email to the board.	
<b>President's Report</b>	<p><b>NAC Training:</b></p> <ul style="list-style-type: none"> <li>• Discussion of reimbursing HOS for mileage and lodging for NAC training.</li> <li>• Motion to reimburse Erika for mileage and lodging to and from Manchester IA July 25-29 for the NAC</li> </ul>	

	<p>training (National Administrators Credential). Jane motions and Andy seconds, motion passes unianimously</p> <p><b>Keypad Locks:</b></p> <ul style="list-style-type: none"> <li>• Discussion of getting keypad locks for the front door - three locks one for street side, one for side, one for basement, thinking about a bell for the door.</li> <li>• Jane motions that we buy three keypad locks roughly \$140 each to upgrade security, Tony seconds. Passes unianimously.</li> </ul> <p><b>E1:</b></p> <ul style="list-style-type: none"> <li>• Moving forward, working in the basement is ongoing, discussion of current enrollment</li> </ul>	
<p><b>Committee Reports</b></p>	<p><b>Fundraising:</b></p> <ul style="list-style-type: none"> <li>• Garage sale - we have leftovers and Rachel will work on storing the leftovers - Andy will also be willing to store. Final money raised = \$1442.30</li> <li>• Trail Run - Kelly needs two water table and two registration table volunteers</li> </ul> <p><b>Summer Program</b></p> <ul style="list-style-type: none"> <li>• Interviewing staff is ongoing and going well.</li> </ul> <p><b>Play Space</b></p> <ul style="list-style-type: none"> <li>• Erika has quotes from Robin, she is going to follow-up on the Depot grant.</li> <li>• Let's keep the play space on our agenda</li> <li>• Depot grants are ongoing - and June 1 is Erika's self-set deadline.</li> </ul> <p><b>Lights grant:</b></p> <ul style="list-style-type: none"> <li>• Touch base with Kristin to see if the lighting grant to see what the status is.</li> </ul>	
<p><b>Old Business</b></p>	<p><b>Budget 2016-2017</b></p>	

	<ul style="list-style-type: none"> <li>● Motion - Rachel moves to provisionally approve the 2016-2017 budget as written. Unanimously passed.</li> <li>● Contracts 2016-2017 <ul style="list-style-type: none"> <li>○ Guide's contracts mostly worked out with only small changes to morning start times for Christine and Jenny.</li> <li>○ Head of school contract still being negotiated.</li> <li>○ Discussion of a collective planning time - the guides will take a collective lunch once a month.</li> </ul> </li> </ul>	
<p><b>New Business</b></p>	<ul style="list-style-type: none"> <li>● Guides highlighted the needs for a new dishwasher - not currently functioning.</li> <li>● Erika's review - revisit</li> <li>● Andy doesn't have a board replacement - still working on it.</li> </ul>	