



Progressive Early Education for Social Change

Apple Playschools Board Meeting Minutes

Date	February 26, 2018
Location	Comerica Bank
Time	Public Session 5:30- 6:30 pm; Executive Session 6:30-7:30 pm
Board Attendance	Kate VanHorn, Amanda Massey, Ashley Waddell Tingstad, Dianne Curry
Staff Attendance	Jessica Carter, Nuola Akinde, Sonja Knighton, Mary Clipner, Jill Mailing, Eugenia Peñuelas, Justine Wood, Amelia Esenstad (Board Fellow)

1. Official Call to Order - 5:30 pm
2. Introductions (staff and board members)
 - a. Roll Call
3. Meeting Chair - Kate VanHorn
4. Review of Agenda
 - a. Treasurer's Report/Finance Committee Update
 - b. ED Financial/Board Report
5. Treasurer's Report
 - a. 2018 budget complete, ongoing discussions regarding 2019 budget
 - b. Plan to compare budget to actuals at March board meeting
6. ED Report - see February ED report for full details
 - a. New partnership with AARP program
 - b. Summer camp enrollment underway
 - c. Contract deadline for current families is March 15, will then open enrollment for new families
 - d. Strategic Planning
 - i. Information gathering and Board review from March - June
 - ii. Board to discuss at March meeting
 - iii. Board retreat in August/September if needed
 - e. Development
 - i. In final stages of strategic development planning process with NEW
 - ii. Draft corporate sponsor packets
 - iii. Need to recruit for fundraising committee
 - f. Board
 - i. Site visits scheduled for March
 - ii. Confirmed 100% giving participation by Board members
 - iii. Need to work on board recruitment



Progressive Early Education for Social Change

7. Public Comments
 - a. Update on budget
 - b. Teacher benefits
8. Board Action Items
 - a. Discuss timeline for strategic planning process at March meeting
 - b. Schedule Board retreat for August or September
 - c. Recruitment for fundraising committee and new board members (fill out matrix)
 - d. Approve annual agenda
 - e. Board bios and photos sent to Jill by March 2

Executive Session

Entered executive session at 6:30 pm and ended at 7:30 pm

9. **Board Votes** for the following:
 - a. Following discussion of final 2018 budget, motion requesting approval
 - i. Motion to vote, seconded, motion passed
10. Meeting Adjourned - 7:45 pm