



Progressive Early Education for Social Change

Apple Playschools Board Meeting Minutes

Date	March 12, 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, Pete Blank
Staff/Public Attendance	Nuola Akinde, Gloria Jones, Justine Wood, Sonja Knighton, Amelia Esenstad (Board Fellow), Genevieve Compton

1. Official Call to Order - 5:30 pm
2. Introductions (staff and board members)
 - a. Roll Call
3. Meeting Chair - Kate VanHorn
4. **Action Item:** Approve Feb. Minutes via email and publish
5. Review of Agenda
 - a. Treasurer's Report
 - b. ED Board Report
 - c. Development Update
 - d. Board Update: Old Business, New Business
 - e. Public Comment
6. Treasurer's Report
 - a. Working to split out budget by site and month
 - b. Higher YTD costs for repairs/maintenance normal due to cycle of repair needs
7. ED Report
 - a. Real Estate:
 - i. Discussed Upper School wall issue and repair action steps
 - ii. Discussed maintenance and repair needs at Lower School
 - b. Update on contracts signed: still in process
8. Development Report/Update - Gloria Jones
 - a. Update on continued work with New Center/Lolita
 - i. Discussion of corporate sponsorship events
 - ii. Discussion of improving donor relationship efforts to target top quintile of donors
 - iii. Discussion of possible Donor Thank You Night
 - b. **Action Item:** Gloria to send updated CSR packet and Development Plan to Board (gloria@appleplayschools.org)



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9. Board Updates

- a. Bios/Photos to be submitted by COB 3/13/18!
- b. Year End Annual Appeal/Development support from Board and community
- c. Discussion of recruiting efforts – sphere of influence/board matrix activity for April Board meeting
- d. Discussion of Board member profiles for Facebook

10. Public Comments

- a. Argus collaboration should be highlighted more/understood as strategic partnership with all staff
- b. Expressed excitement about Development plan

Executive Session

Entered executive session at 6:40 pm

1. The Hire Effect Consulting Proposal

- a. Reviewed contract and statement of work from Miche at The Hire Effect
- b. **Board Vote** to contractually hire The Hire Effect (Miche Rayment) through June 30 per contract dated 3/10
 - i. Motion to vote, motion seconded, motion passed

2. Meeting Adjourned - 7:30 pm