



Progressive Early Education for Social Change

Apple Playschools Board Meeting Minutes

Date	September 13, 2018
Location	AADL Westgate Branch
Time	5:30-7:15 pm
Board Attendance	Amanda Massey, Dianne Curry, Pete Blank
Staff/Public Attendance	Jessica Carter, Kate VanHorn, Debra Christein

1. Official Call to Order - 5:30 pm
2. Introductions (staff and board members)
 - a. Roll Call
3. Meeting Chair - Pete Blank
4. Review of Agenda
 - a. ED/Financial Updates
 - b. Year in Review
 - c. Asset Sale Review and Future Plans
5. ED Updates
 - a. Recruiting for new PD at lower school going well - Amanda Lodge acting as interim PD at lower
 - b. Teacher recruiting and new enrollment for GA upper and lower moving forward
 - c. Manzanitas on track
 - d. Play for Peace and Applefest moving forward for fall events
 - e. ED to initiate 1-1 weekly meetings with admin
 - f. Developing PR campaign moving forward to address goodwill
6. Financial Updates
 - a. Continuing to manage cash flow for the fall
 - i. Keep admin lean and working to fully enroll GA by January 1
 - ii. HR moving to 1099 role at the end of September
7. Year in Review Discussion
 - a. *What went well?*
 - i. Rework of finances with board and finance committee (new budget process and new tuition model)
 - ii. Documentation of meetings and notes
 - iii. Board member accountability and commitment
 - b. *Things to improve*



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- i. Reset board expectations - with families, staff, admin
 1. Time and role expectations/management
 2. Explore board training opportunities to help support new board (New Center)
 3. Board not to be involved in daily operations of AP
 - ii. Continue improved communication with entire community (families, staff)
 - iii. Board recruitment to ensure sustainability of board and organization
 - iv. Rebuild trust with board and admin
8. Asset Sale/Future Plans
- a. Priority number one is to give Jess immediate support needed to stabilize organization
 - b. Re-establish payments on note payable and ED salary
 - c. Written proposal summarizing needs for outgoing ED in relation to asset sale
9. Meeting Adjourned at 7:30 pm