



# Apple Playschools Board Meeting Minutes

Date & Time: 1.16.24 (5:45p - 7:30p) | Location: Westgate Library

Attendance: Etta Heisler, Sam Kachuck, Katie Pieper, Jeff Wilkerson, Kelley Stearns, Gina Maksimchuk, with Leah Jones, Nick Baldus and Brittnai Murillo (staff) over Zoom.

Time (EST)	Topic	Who	Key Discussion Points	Decision to be made	Follow-up needed	Assigned	Deadline
5:45	Good News						
5:55	Minutes for Approval  2024 Board Meetings		Confirm Dates and Times of upcoming meetings; Secretary designated to book rooms	<u>Voted and unanimously approved December board meeting minutes</u>  Propose to meet 4th Tuesday at Malletts Creek			
6:00	Program Updates  Committee Updates Discussion  Community & Culture Committee (Katie & Kelley)  Finance Committee (Sam, Nick, Jeff, Etta)  Family Engagement Committee (Parent Reps)  Staff Recruitment Committee (Kelley, Leah, Brittnai)  Development Committee (Gina, Leah, Brittnai)		<p>Etta shared hiring and recruitment updates, including a changed interview process and posting open positions in new locations outside of Indeed.</p> <p>Board notified there will be a change to the frequency of payroll, with implementation in Q2 to make time for staff planning.</p> <p>Etta shared proposal for community &amp; culture members to read Board Book</p> <p>Etta and Jeff provided an update on proposal for AAACF Impact Investing Program</p> <ul style="list-style-type: none"> <li>o Prepared and submitting narrative making a case for the investment; Submitting Pro Forma financials - high level view of 10 year business projection to demonstrate APS can repay the loan.</li> <li>o Committee meets 2/12/24, and could hear the result as early as the following day.</li> </ul> <p>A staff recruitment committee has formed</p> <ul style="list-style-type: none"> <li>o Brittnai reported on pulling in outside</li> </ul>	Propose Sam K take over as Treasurer while Nick steps back for foreseeable future, but will remain Chair of Finance Committee.	Sam confirm proposal and board vote to approve next meeting.             Gina email Amanda about the art fair idea at amanda@appleplayschools.org		

			<p>support for recruitment with Catch-A-Fire.</p> <p>Update on Year-End Giving and acknowledgements</p> <p>Development Committee Update</p> <ul style="list-style-type: none"> <li>○ Asking board members to call Giving Tuesday donors</li> <li>○ Script and donor information available in the Fundraising/Development Committee folder</li> <li>○ Gina will assign and someone will email steps and deadline of following Tuesday 1/23</li> <li>○ Move forward with salon ideas - Katie &amp; Lilly as possible hosts, could test messaging of coalition and the Washtenaw childcare crisis</li> <li>○ Idea to host table at Art Fair, with possibility of selling children's art, have art area, and share out information about APS and the childcare crisis; Would ask board members and parent volunteers to staff the three day booth; could partner with another childcare organization; could ask for parent/community sponsor to cover the cost of the table - \$675; Application is due by 2/9/24.</li> </ul> <p>Development Update from Brittnai</p> <ul style="list-style-type: none"> <li>○ Finished 2023 raising \$96,005 approximately doubling 2022 fundraising; and number of donors up 55%.</li> <li>○ Donor database lives in Network for Good platform.</li> </ul>				
6:25	Review of Current "Plan A - Expansion" Budget Draft and Discussion		Discussed FY24 budget draft		Review a draft "Plan B - No Expansion" Budget		
7:15	Executive Session		Members of the board meet for executive session; staff exited meeting.				