



Apple Playschools Board Meeting Minutes

Date & Time: 01.17.23 (5:45p - 7:30p) | Location: Zoom

Attendance: Etta Heisler, Lilly Connett, Ricky LaFosse, Sam Larson, Katie Pieper, Patricia Alvarez de Fallon, Jeff Wilkerson.

Time (EST)	Topic	Who	Key Discussion Points	Decision to be made	Follow-up needed	Assigned	Deadline
5:45	Good News	Everyone					
5:55	YE Review and CY Intentions	Patricia	Highlight 2022 accomplishments and challenges. Set intentions for 2023.	Board recruitment commitment from each member.	Increase percentage of non-family representative board members		
6:10	Board Report	Etta	Note: No program updates				
6:20	YTLM Financials	Etta/Jeff					
	Project Updates:						
6:30	<ul style="list-style-type: none"> Bylaws 	Patricia	<p>Discuss/review questions</p> <p>Discussion of whether all stated standing committees are necessary or can be combined and/or generalized.</p>	Finalize committee breakdown in bylaws	<p>Confirm there's no conflict with draft and the articles of incorporation</p> <p>Review whether it's necessary to file updated bylaws</p>	<p>Ricky or Katie follow up with MNA</p> <p>Etta will look into D&O insurance coverage</p>	

			Patricia suggests keeping Exec and Finance committees with the rest listed as "special projects/committees"		Follow up with MI Nonprofit Assoc (MNA) to discuss coverage of volunteers (participating in committees) in indemnification protection as part of bylaws; Vote to approve updated bylaws in February		
	Committee Updates:						
6:40	<ul style="list-style-type: none"> Board Recruitment 	Patricia	Review prospects list / add any others. Lauren taking a break on board activities for a few months.	Commit to reach out to prospects and book a time with Etta or Patricia by Feb 1st.	Draft and send out email with description of the board need, and make specific ask for people who have: served on boards prior, have experience with capital fundraising, finance/accounting, legal background, passion for doing good, etc.		
6:55	<ul style="list-style-type: none"> Site Expansion 	Jeff	On track				

7:10	<ul style="list-style-type: none"> Staff Benefits 	Sam	<p>Meeting with staff thursday</p> <p>Board gives go ahead to move forward with benefits up to approved fy23 budgeted amount</p>				
7:25	Vote to approve December minutes			<p>Motion to approve minutes: <u>Board vote</u> - Unanimous approval</p>			