



Apple Playschools Board Meeting Minutes

Date & Time: 06.19.2023 (5:45p - 7:30p) | Location: Zoom

Attendance: Etta Heisler, Lilly Connett, Ricky LaFosse, Sam Larson, Katie Pieper, Jeff Wilkerson. Staff: Brittnai Murillo.

Time (EST)	Topic	Who	Key Discussion Points	Decision to be made	Follow-up needed	Assigned	Deadline
5:45	Good News	Everyone					
5:55	Vote to approve April minutes	Everyone		<u>Board voted to approve April minutes - approved unanimously</u>			
6:00	Board Report	Etta	<p>Looking to hire minor through JCOR, working with Paychecks HR partner for logistics</p> <p>New Admin has started, and is going through orientation</p> <p>Enrollment for 2023-24 is moving, but slow due to backlogged waitlist</p> <p>Grant Updates:</p> <ul style="list-style-type: none"> • Awarded \$10k licensure grant, using at 503 Miller for specific uses • Should be hearing back about \$25k grant soon • Physical grant update: based on number of grant requests and still being in the queue, not likely to receive the grant in this round • Staff exploring grant opportunities <p>Watch for survey link</p>		Review and tag Etta with questions (once finalized, will be ready before Community Meeting)		
6:10	YTLM Financials	Etta/Jeff	Reviewed YTD financials and 2023 projections				
	Committee Updates/Discussion:						

6:15	<ul style="list-style-type: none"> Board Recruitment 	Etta covering for Patricia	Patricia (Board President) to step down at the end of August 2023. Succession planning: Nominations - Jeff (president) & Sam (treasurer)	Discuss; motion for vote.	Align on timeline and onboarding.	Patricia to book follow up call with Etta, Sam, Jeff (week of July 10th).	
			Recruitment efforts: <ol style="list-style-type: none"> Board Lead - accepted into the program, waiting on matching notification on the 23rd. Vetting several prospective board members Note: Discussed when certain board members will be rolling off the board, and will email family list of schools they represent.				
6:25	<ul style="list-style-type: none"> Site Expansion 	Jeff/Etta	<ol style="list-style-type: none"> Updates on progress at 503 and challenges/unknowns Discussion of expansion timeline and needs for backup planning 				
7:05	<ul style="list-style-type: none"> Mud Day 	Katie	Reviewed status of raffle donations, ticket sales, and volunteers needed.				
	Project Updates:						
7:20	<ul style="list-style-type: none"> Employee Handbook (still under construction) 	Patricia	Draft progress can be reviewed in board materials online.		Etta to review before emailing out for vote.		
7:25	<ul style="list-style-type: none"> Executive Director Evaluation 	Lilly/Sam	Lilly & Sam to align on a plan to get this completed before Fall session begins.				