



Apple Playschools Board Meeting Minutes

Date & Time: 09.19.2023 (5:45p - 7:30p) | Location: Ann Arbor District Library Westgate Meeting Room B

Attendance: Etta Heisler, Nick Baldus, Lilly Connett, Leah Jones, Ricky LaFosse, Sam Larson, Katie Pieper, and Jeff Wilkerson.

Time (EST)	Topic	Who	Key Discussion Points	Decision to be made	Follow-up needed	Assigned	Deadline
5:50	Good News/Problems We've Solved	Everyone					
5:55	Vote to approve August minutes Other Housekeeping Items	Everyone	<p>Discussed 2023 annual meeting dates.</p> <p>Got updated on board recruitment, currently reviewing recent applicants. Etta will arrange interviews with current board members and applicants. Jeff contact will meet with Etta to discuss interest as the first step for recruitment.</p> <p>Discussed transition of elected Treasurer position to Nick, following review with Etta.</p>	<p><u>Unanimously voted to approve August Board Meeting Minutes.</u></p> <p><u>Unanimously voted to approve Nick for Treasurer.</u></p>	<p>Revisit annual meeting date, can designate December board meeting as annual meeting date; Etta get dates of remaining 2023 meetings on the calendar.</p> <p>Katie update google groups and give each member highest level access in order to avoid delays in receiving emails; Etta determine what peers are doing re ED on the board email list.</p> <p>Send board meeting materials Wed prior to meetings.</p> <p>Update APS website with YTD board meeting minutes.</p>		
6:00	Financial Review and Planning	Jeff & Etta	<p>Got updated on current cash flow projections</p> <p>Reviewed current grant requests pending</p> <p>Discussed current operational costs/reduction</p> <p>Reviewed contingency/option planning and timeline, discussing projected shortfall with/without any changes to current program numbers, expenses or tuition; Investigate tiered tuition model. Shared fewer scholarship</p>	<p><u>Unanimously voted to approve paying remaining principle on balloon payment for the commercial loan.</u></p>	<p>Staff meeting with five foundations about funding opportunities; Two grant proposals going out by the end of the month.</p> <p>EH send out information and call for vote to approve IFF involvement to provide discounted facilities feasibility consulting</p>		

			requests in current year; Make plans for families who would need assistance following tuition increase.		Review contract language and determine process for mid-contract year tuition increase. Etta can share peer daycare tuition data and 2021 slide deck of parent survey data conducted by University of Michigan.		
6:30	Board Fundraising Coaching and Storytelling	Andy French (Coach and Visitor)	Andy French is the Development Director at the Tibbits Opera Foundation and Arts Council. Led board member exercises. Challenged board members to Identify 5 key people connected to the school who have given in the past; and identify potential donors who could be asked for support.		Etta and Brittnai will follow up with additional resources and information.		
7:30	Adjourn						