



Apple Playschools Board Meeting Minutes

Date & Time: 04.24.2023 (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					
5:50	Vote to approve March minutes			Motion to approve vote - <u>unanimous approval</u>			
5:55	Board Report	Etta	<p>Hiring:</p> <ul style="list-style-type: none"> Nearly 200 applications in first half of April for open teacher positions, resulting in hires; Still need to hire 4 people for summer camp. Sold out summer camp. <p>Enrollment:</p> <ul style="list-style-type: none"> Plan is for school enrollment to be filled to capacity by the fall, and teachers necessary for full enrollment to be hired. <p>Facilities:</p> <ul style="list-style-type: none"> Discussed lead and asbestos reports, no hazards found; Fire inspections will be scheduled for the fall. <p>Grant Funding:</p> <ul style="list-style-type: none"> Did not receive Couch Foundation grant, will follow up with foundation development manager to 				

			<p>learn info about getting stronger application for the September deadline;</p> <ul style="list-style-type: none"> Working on grant for shade structure; Application submitted for \$10,000 from the Our Strong Start program for the "Pre-Licensure" grant for 503 Miller. Funds would cover lead and asbestos testing, remediation, inspections and permits <p>Financials:</p> <ul style="list-style-type: none"> Etta explained the monthly budget to actuals report, recent revenue, and cash flow. <p>Community Engagement:</p> <ul style="list-style-type: none"> Shared that Earth Day community event went well; Members discussed the experience and productivity of APS work days; Etta in process of reviewing family survey responses with close to 80% response rate, concerns will be addressed at the community meeting; set a date/time for the community meeting for May board meeting date. Proposed meeting date of Tuesday May 16, 6pm - 7pm 				
	Committee Updates:						
	<ul style="list-style-type: none"> Site Expansion 	Jeff	Church has received updated projected expenses; Need signed MOU from Church and	Motion to approve vote for \$3,600 for			

Ricky and Sam will review Etta's proposed outline for the community meeting

			other docs necessary for grants and insurance.	lead and asbestos testing for 503 - <u>unanimous approval</u>			
	<ul style="list-style-type: none"> Board Recruitment 	Patricia	APS met with Boardlead and completed application to put out ask with corporate partners	Determine whether APS Board will accept remote board members? Can limit applications from people in MI or MI/OH, with limited in-person expectations.	Board Recruitment Email Template - Review Strategy and Revise the Email Review prospects list / add any others		
	<ul style="list-style-type: none"> Committee & Project Assignments 	Patricia	Assigned committee volunteers: <ol style="list-style-type: none"> Mud Day Site Expansion Board Recruitment, 			Volunteer Commitments: <ol style="list-style-type: none"> Mud Day - Katie Fundraising - Lilly Board Recruitment / Onboarding - Ricky 	
	<ul style="list-style-type: none"> Staff Benefits 	Etta	Admin determined to move medical insurance benefit eligibility will be immediate, with other benefits following 90 days. PTO policy still being determined.		Reviewing how other local npo's address and budget for paid parental leave		
	Project Updates:						
	<ul style="list-style-type: none"> Bylaws 	Patricia	Updated indemnification language reviewed.	Motion to approve vote - <u>unanimous approval</u>			

	<ul style="list-style-type: none">Employee Handbook (still under construction)	Patricia	Working draft available in board governance materials.				
	<ul style="list-style-type: none">Executive Director Evaluation	Patricia	Scheduling for the end of May.				