



Apple Playschools Board Meeting Minutes

Date & Time: 09.21.22 (5:45p - 7:30p) | Location: Zoom

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

Time (EST)	Topic	Who	Decision to be made	Key Discussion Points	Follow-up needed	Assigned	Deadline
5:45p	Personal or Professional Good News	Anyone					
5:50p	Approve August Board Meeting Minutes	Patricia	Motion and a second to approve the minutes.	Board vote: unanimously approved			
5:55p	September Board Report	Etta		Wage increases will help GA recruiting. Changing language to clarify how merit increases will be determined to change from "COLA" to "Discretionary" using rubric point scoring (based on qualifications, education, years of experience, etc.). Performance reviews will not be completed until evaluation tool is finalized, but this will not affect currently planned increases.			
6:05p	August Financials and YTD Report	Etta (in lieu of Treasurer)		Reviewed finances with no questions from board			
6:10p	<ul style="list-style-type: none"> ● Staff wage increases and adjustments <ul style="list-style-type: none"> ○ Summary of issues and costs 	Etta	<ol style="list-style-type: none"> 1. Approval of proposed new pay scale 2. Approval of proposed 	Board vote to approve \$8,004 in base-pay adjustments and			

	(note request for board to allocate bonuses to admin team) <ul style="list-style-type: none"> ○ Draft of proposed new policies ○ Amended cash flow projection to see long-term impacts 		“other” adjustments for staff in weird situations 3. Requested Executive Session (no ED) for board to decide on bonuses for central admin team 4. Approval of new wage and review policies	\$12,500 in discretionary bonus pay (based on additional roles/hours): motion passes with 6 yes votes and 1 recusal				
	Board Recruitment Updates:							
6:40p	<ul style="list-style-type: none"> ● New board member vote 	Patricia	Motion and a second to approve Jeff Wilkerson as new board member.	Board vote: unanimously approved	Patricia to notify Jeff. Begin onboarding process.	Patricia	10/23/22	
6:45p	<ul style="list-style-type: none"> ● Catchafire project 	Patricia		Board member handbook being updated.	Expected to be completed by the next board meeting.	Patricia + Catchafire volunteer	10/21/22	
6:50p	<ul style="list-style-type: none"> ● Board recruitment progress 	Everyone						
7:00p	AP Board Committees: <ul style="list-style-type: none"> ● Site Search ● Board Recruitment ● Staff Benefits 	Patricia	Establish committee lead and participants.		Meet once as a committee before the next board meeting; Lay out committee goals, next steps.	Committee leads: Amanda and Sam will work on Staff Benefits; Katie will work on Board Requirement (we will invite Jeff to work on Site Search along with Sam)	10/25/22	
7:10p	Site Expansion Update	Etta		Understand church’s level of investment before submitting for grants.	Board members to join meeting with church.			
7:20p	Family Representatives	Katie/Sam	Notification to families.					
7:25p	Etta’s October Vacation 10/4 - 10/23	Etta	Nothing to discuss or decide. This is happening.					