



Apple Playschools Board Meeting Minutes

Date & Time: 11.15.22 (5:45p - 7:30p) | Location: Zoom

Attendance: Etta Heisler, Lilly Connett, Amanda Bloomfield, 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						
5:50	Introductions! Each board member will introduce themselves: Name, pronouns (optional), how long have you been on the board, a few words about the skills/talents you are bringing to the board, what do you love about serving on the board or why are you excited to serve.	All					
6:00	Board Report & YTLM Financials	Etta	Hiring continues but remains slow; going ahead with ECE Sub Hub hire; cleaning account is now in place; Divvy credit card accounts now active which will help with internal financial controls (e.g., no cash access); Admin Retreat this Friday with focus on infrastructure, growth, and protecting relationships; potential discussion on adding development position to staff; received ERC payment (updated in financial reports and projections); no year-end fundraising as there will likely be a capital fundraising campaign				

			coming soon				
6:15	2023 Budget	Patricia/Etta	Consideration of what we know we currently need and what we would need to scale; succession planning; expenses for staff infrastructure; financial modeling and projections based on multiple scenarios using contracts; per student expenses have been accurate but expanded projection spreadsheet will be created to cover more operating expenses; new tools will allow for more paths to be visible with the best path(s) becoming clear; opportunities include: expanding to Miller-Chapin property, AA Open partnership, move campsite to drastically increase enrollment; Budget draft to be shared by December 5	- Align on expectations for FY23 budget development and approval. - Budget draft and board review week of 12/5.			
6:30	Tri-share Discussion & MOU Approval	Etta	Pilot cost share between families, state, and employers (third each) with ability of families save significantly if under certain income threshold; staff could use tri-share to enroll rather than go through scholarship process; Etta to explore costs and include with budget draft				
6:45	Adding Juneteenth as a Paid Holiday/School Closure for Staff	Etta	Consideration of planned programming recommendations as well as closure	No objections from Board			
6:50	New Officers for Treasurer and	Etta/Patricia	Discussion of key	Officer Terms			

	Secretary - Approve in December		responsibilities of each open role	are Expiring, Amanda rotating off			
	Committee Updates:						
7:00	<ul style="list-style-type: none"> Board Recruitment 	Patricia	Working on handbook, including with catchafire volunteer; ideally we would have three new directors join by new year	Introduce potential directors to Etta and Patricia ASAP			
7:10	<ul style="list-style-type: none"> Site Expansion 	Lilly	Etta walked through 503 Miller building with multiple contractors and still seeking more opinions; need to scope foundation and led and asbestos abatement; look at space needs for other permutations; more work on expansion grants; need to follow up with Southtown developers on timeline and potential next steps	How site expansion will affect staff size?			
7:20	<ul style="list-style-type: none"> Staff Benefits 	Sam/Lauren	Going to refresh numbers with Dempsey and present plans to board as well as include estimates in budget				
7:30	Vote to approve October minutes	Ricky		Motion to approve: Vote - Unanimous approval			