



Apple Playschools Board Meeting Minutes

Date	March 16, 2021
Location	Zoom
Board Attendance	Mike Allarding, Lilly Connett, Patricia Alvarez de Fallon, Amanda Bloomfield, Ricky LaFosse, Whitney Tarver
Staff/Public Attendance	Etta Heisler
Meeting Chair	Etta Heisler
Time	5:45pm – 7:40pm

Agenda Items:

1. Opening Practice (5 Minutes)

- a. Personal or Professional Good News

2. Approve February Meeting Minutes (5 Minutes)

- a. Board vote to approve February 2021 minutes - approved unanimously

3. Enrollment & Operations Updates (10 minutes)

- a. Noted one staff departure at Upper
- b. Considered potential updates to COVID health and safety procedures after new CDC guidelines have been announced, no actions taken at this time
- c. Discussed facilities updates
 - i. Lower: plans to improve lower school parking lot, back deck, and gate
 - ii. Upper: plans to have electrical work and radon testing completed

4. Financial Report (10 Minutes)

- a. Treasurer provided update and requested clarification on budget versus actual accounting from past month
- b. Discussed updates with audit team
- c. Reviewed FY21 cashflow projections

5. Development

- a. Noted that grant research volunteer has started exploring opportunities
- b. Discussed the possibility for large employee retention credit calculations due to changes in PPP double-dip policy
- c. Noted eligibility for substantial discount in Paychex

6. Identified Issues for Discussion (60 Minutes)

- a. Shared reflections on recent community meeting
- b. Shared reflections about family survey results
- c. Discussed need for board strategic planning
- d. Shared ideas for potential board retreat
- e. Discussed board projects and making a work plan for the remainder of the year, including:
 - i. Succession planning and board recruitment
 - ii. Onboarding needs for new board members
 - iii. Seeking clarity around staff compensation and benefit desires
 - iv. Social media strategy
 - v. FY22 budget priorities
 - vi. Pricing strategy
 - vii. Scholarship program rework

7. Next Steps & Questions (Remaining Time)

- a. Book phone calls with Catchafire volunteers to discuss recruitment of new board members, prioritization of projects, etc.
- b. ED to share more information regarding Scholarship Fund for 21-22 (proposal from ED to put surplus tuition revenue into this fund)
- c. SCHOLARSHIP COMMITTEE: Review New Scholarship Requests