



Progressive Early Education for Social Change

Apple Playschools Board Meeting Minutes

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| Date | June 11, 2018 |
| Location | GA Upper 511 Miller |
| Time | 5:40-7:30 pm |
| Board Attendance | Amanda Massey, Ashley Waddell Tingstad, Kate VanHorn, Pete Blank (phone) |
| Staff/Public Attendance | Chelsea Froning, Jessica Carter, Sonja Knighton, Nuola Akinde (phone) |

1. Official Call to Order - 5:40 pm
2. Introductions (staff and board members)
 - a. Roll Call
3. Meeting Chair - Kate VanHorn
4. Review of Agenda
 - a. Treasurer's Report
 - b. ED Board Report
 - c. Board Update: Old Business, New Business
5. Treasurer's Report
 - a. New tracking system for budget will now autopopulate YTD (monthly) for various key metrics
 - b. All key metrics on track, keep an eye on total expenses moving forward
 - c. Revenue trending higher because of pledge drive money, will separate out for next month's report to get truer numbers.
6. ED Board Report
 - a. Pay Equity Discussion -
 - i. HR led extensive research on best practices re pay equity for PD and set target salary range for upcoming year for both PD and Mentor Teacher roles.
 - ii. Decision needs to be made about benchmarking metrics base salary vs. total compensation package.
 - iii. Continue to develop transparent AP pay scale document with defined roles (sub-roles). **Action Item** - send current pay scale document to board for review.
7. Board Update
 - a. Old Business



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- i. **Board Vote** to Approve April and May Minutes and publish (board will email to all AP and put in minutes folder moving forward).
 1. Motion to vote, seconded, motion passed
 - ii. Board self evaluation - **Action Item** - plan conference call for July to complete.
 - iii. Board Retreat - pick date for retreat once new ED comes on board
 - iv. Board Recruitment - start process with new FAQ and Nomination documents
- b. New Business
- i. 2019 Budget Process
 1. Budget process on track with two versions
 2. Send to board and reconvene finance committee for initial review before 6/20
 3. Proposed board meeting in July (rescheduled for 7/11) for admin team budget Q&A
 - ii. Review of board meeting schedule to ensure future professionalism and inclusivity (see recent board email for more information)
 - iii. 990 Approval
 1. CPA error led to extension in filing.
 2. Kate and Maria meeting CPA next week to correct with expected 990 filing by month end.
 3. Question re how pledge drive money is counted
 - iv. Ross Consulting Club for upcoming year
 1. Decide if moving forward is worthwhile and if so, find appropriate and meaningful project
8. Meeting Adjourned at 7:35 pm