



Apple Playschools Board Meeting Minutes

Date	Tuesday, August 16, 2022
Location	Zoom
Board Attendance	Lilly Connett, Patricia Alvarez de Fallon, Ricky LaFosse, Whitney Tarver, Lauren Gwin
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. Whitney Appreciation (5 Minutes)

- a. Board shared words of appreciation and presented Whitney with a well deserved Unicorn Certificate

3. Questions about Finance and Board Report (15 Minutes)

- a. Discussed August Board Report
 - i. Hired new program director for Upper School
 - ii. Apple Scouts director moving but will be finishing up 3-year planning remotely to help support future of program
 - iii. Enrollment is still looking strong
 - iv. Teacher hiring continues to be slow
 - v. Extended hours planning is continuing and still being prioritized
 - vi. Transferring insurance and saving \$9,000
- b. Discussed July Financials and YTD Reports
 - i. Highlights include:

1. Lower revenue compared to this time last year (largely due to loss of revenue from extended day spots with families not being charged until hours return)
2. Payroll costs were lower than expected
3. Higher than expected repair costs due to flood
4. We were informed that we would be eligible for additional MI childcare funding and Etta is working on application now

4. Identified Issues for Discussion (45 Minutes)

- a. Site Expansion Search
 - i. Toured three sites with first two not presenting enough benefit for move
 - ii. Third site would be two buildings away from the current Upper School site but would require major renovations. Would involve mission aligned partnership with the same church that owns Upper School and likely a capital fundraising campaign. Etta will return again for walkthrough with fire inspector and contractor in coming days .
 - iii. Two additional office space buildings are also under consideration
- b. Board Recruitment
 - i. Patricia had a great convo with a lead. Next step will be to arrange an interview with Etta and another board member.
- c. Budget Amendments & Adjustments
 - i. Discussed oversight approach to future budget cycles and whether amendments/adjustments to current budget would be to be considered pending review from directors
 - ii. Board will separately discuss oversight strategy and report plan back to Etta
- d. Discussed possible opportunities presented by new U-M law school course focusing on childcare providers
- e. Discussed recent questions/concerns raised by parent to director

5. Approvals (10 Minutes)

- a. July Meeting Minutes
 - i. Board vote to approve July 2022 minutes - unanimously approved