

**Kid Ease Parent Board Meeting
General Session Minutes
November 3, 2011**

Attendees:

Board Members:

Neva Lowery
Adriana Smith
Marie Bush
Johanna Levine
Erika Giorgi
Kellie Schneider
Mai Ngo

Discovery Tree:

Ashley Teeny

Agenda:

- I. Introductions
- II. Review and Approval of Minutes-- Minutes for October were approved.
- III. Director's Report
 - a. Once a month library field trips have been suggested.
 - b. New carpet and paint are expected...soon.
- IV. Budget Report-- No budget report available for this month.
- V. Teacher Appreciation
 - a. Holiday gift cards—Last year, the board gave Target gift cards to teachers. Board allocated \$25 per teacher and parent contributions were added to this amount. This year, board has approved \$500 to be split between teachers. Parent contributions will be combined and split up between all teachers.
 - b. Teacher of the Month-- Tyisha is waiting to hear from Alix for approval. The board will follow up on this with Ashley/Alix.
- VI. Fundraising
 - a. Book Sale—Adriana will touch base with Tammy about amount earned from book sale (estimate of about \$300). There were a number of no-shows for parent volunteers. Email reminders to parents were recommended for the next fundraiser.
 - b. Rummage sale—Use of Cal/EPA Training Rooms or “Rummage Sale” concept was denied by the Cal/EPA Secretary’s office – not clear which. Rummage sale is canceled unless another room is available or reapproval is arranged. Big Brother/Sister still scheduled to pick up leftovers.

- c. Flyers-- For future fundraising postings, only blue tape is to be used for flyer postings. Postings should also be limited to bulletin boards. Kid Ease needs to purchase blue painters tape.
- d. Monies Earned-- Since fundraising has been fairly successful and Kid Ease has saving for at least 1 year of expenses, there was a suggestion to spend "extra" Kid Ease monies to benefit our children. It was noted that there was no Silent Auction this year and thus no "income" from that so spending should be in moderation. There was also discussion about using some money towards teacher retention: money to spend on supplies (may not need cash receipts, but need yearly spending report from teachers/director). Discussion on this topic was put on hold until next month.

VII. Furniture Purchases

- a. A rug, valued at \$582.32 (totaled with shipping and handling) will be purchased for school. May ask DT to purchase, if they get a discount. Otherwise, Johanna will order and get reimbursed.

VIII. Facilities Update

- a. Dryer vents-- Vent is over 100 feet long making this cost prohibitive to clean out every 6 months. Erika is working with DGS to see if this can be modified in the lease agreement.
- b. Blinds-- "Someone" came out and made measurements for the new blinds. Erika will contact Alix to figure out what this is about.