

**KidEase Parent Board Meeting  
General Session Minutes  
June 8, 2010**

**Attendees:**

<u>Board Members:</u>	<u>Parents and Members:</u>	<u>Discovery Tree:</u>
Desa Donahue	Adriana Smith	Rebecca Foster
Tammy Silva	JoAnn Jasuhle	
Jami Ferguson		
Molly Munz		
Johanna Levine		

Agenda:

- I. Introductions
- II. Review and Approval of Minutes
  - a. May meeting minutes approved.
- III. Fundraising
  - a. Silent Auction- Jami checking on dates for October/November.
  - b. Used book sale- Jami is checking room availability for possible dates; Tuesday or Wednesday at the end of July. Boxes are in the DT lobby to collect used hardcover and softcover books. Will need parent help during lunch hour.
- IV. Parent Participation Report
  - a. Update of parent email list- need to get parent permission to add to the email list. A new sign up sheet will be put in the lobby.
  - b. New Parent “Quick Reference Guide”- will be provided with the DT handbook and include existing fact sheets and a tear off sheet to verify parents received; tear sheet will include a “stay in contact” line for new parents to provide email.
- V. Budget Report
  - a. Neva submitted treasurers statement prior to meeting
- VI. Open Forum
  - a. Update bylaws- discussion moved until July meeting, suggestion that the bylaws do not need to breakdown Board of Directors duties. Johanna checked with Secretary of State and we do not need to submit updated bylaws to the SOS, they just need to be made available along with previous versions.

- b. Board of Directors insurance- getting 2<sup>nd</sup> quote, most carriers offer the same coverage.

VII. Director's Report

- a. Enrollment- 10 infants, 13 toddlers, 39 preschoolers
- b. Water play starts in June. Children will need special shoes for water activity or their shoes will get wet as well as swim diapers.
- c. Parents need to provide 30 day notice for schedule changes or if leaving the program.

VIII. Next Meeting

- a. July 13, 2010, noon to 1:00pm, Conference Room 110, Cal EPA headquarters.