

**KidEase Parent Board Meeting  
General Session Minutes  
May 11, 2010**

**Attendees:**

<u>Board Members:</u>	<u>Parents and Members:</u>	<u>Discovery Tree:</u>
Desa Donahue	Susan Mathis	Rebecca Foster
Neva Lowery		Alix Hall
Tammy Silva		
Jami Ferguson		
Molly Munz		
Diane Riddle		
Charlotte Clarke		
Johanna Levine		

Agenda:

- I. Introductions
- II. Review and Approval of Minutes
  - a. March and April Meeting Minutes approved.
- III. Fundraising
  - a. Book Fair- preliminary results are positive; good turnout. Extra advertising in the building was successful. Next book fairs are scheduled for October and following March. Jami will provide the names of parents that volunteered to Molly.
  - b. Silent Auction- Jami needs to get dates on the calendar for November.
  - c. Used book sale- new fundraising effort. Boxes will be put out in DT lobby to collect used hardcover and softcover books. Sale will be scheduled sometime this summer once enough books are collected to have a successful event.
- IV. Parent Participation Report
  - a. Kid Ease Fact Sheet: Board approved fact sheet; will go into parent binders and posted on website.
- V. Budget Report
  - a. Old Kid Ease account closed by Andrew which resulted in a \$35 deposit. It is believed that there is now only one Kid Ease account through Golden 1.
  - b. CD investment proposal- Board approved investing \$12,500 of Kid Ease funds in a 24 month Golden 1 CD at 1.25% APY. Board will vote on investing another \$12,500 when interest rates are higher. The total

investment will be equal to about one year of operating costs and accessible in case of emergency.

- c. 2010 teacher spending- Board approved allotting \$200/teacher (\$2,600 total) for teachers to spend over the next 12 months for classroom enhancements. Kid Ease will provide the funds in cash to Becca for disbursement to teachers. Any remaining funds will be returned to Kid Ease after 12 months.
- d. Parking transition to DT- Board approved transition of parking to DT and tuition increase to be effective July 1, 2010. Kid Ease will use the \$1500 deposit on the parking spaces as the payment for June and receive a check for the \$125 balance from Realty Advisors.

#### VI. Open Forum

- a. Teacher Appreciation Week was a great success. Thanks to all the parents that participated and to Diane for coordinating the effort.
- b. Update bylaws- discussion tabled until June meeting, Desa handed out draft amended bylaws for review.
- c. Board of Directors insurance- Board approved up to \$2000 in premium payments for 12 months of Board of Directors (BoD) insurance. Desa will move forward with getting three hard quotes from providers. The Board previously had this insurance, but it was not renewed. The insurance is required under contract with DT and is common among other non-profit boards. BoD insurance protects the personal interests of Board members in case of lawsuit.

#### VII. Director's Report

- a. Enrollment- 9 infants, 13 toddlers, 35 preschoolers
- b. Thank you for all the great treats during teacher appreciation week.
- c. Spring Cleaning Day- Scheduled for Saturday, May 22 starting at 8:30 am.
  - 1. Projects include: hanging fishing line from ceiling, setting up outdoor classroom, fixing the shed (it needs to be disassembled and reassembled), and other cleaning maintenance activities. A shop-vac, blower, and other equipment are needed. Check with Becca for details.
  - 2. Parents, family, friends are encouraged to participate. This is a great way to earn your parent participation hours! Children are welcome to attend.
- d. Field trip to zoo is scheduled on Thursday May 27 for preschool class
- e. Parent Night Out has been rescheduled to Friday, May 21 at the Q Street location.
- f. Becca will provide list to Kid Ease of what is still needed for the outdoor classroom.

Administrative: Alix ?? hours and Dana ~10 hours.

#### VIII. Next Meeting

- a. June 8, 2010, noon to 1:00pm, Conference Room 110, Cal EPA headquarters.

IX. Action Without Meeting

- a. April 19, 2010, Board approved via email the Teacher Appreciation Week plan and expenses of \$245.