

Victory Village Board Meeting Minutes

December 20, 2012  
Start Time: 6:20p  
Closed Session 30 minutes  
End Time 8:00p

Board Members in Attendance: Jeanne, Brian, Ashley, Dorrie, Katie, Dan, Hadley, Corrie, Mattias, Susan

Call to Order.....Brian

Parent Time....Questions about Smug Mug

The center has been busy and the Smug Mug initiative has not gotten off the ground

Will plan to start using Smug Mug in one classroom

Mattias will start teaching the teachers in the Penguins classroom and will then move to the other classrooms

Jeanne will help facilitate giving the teachers time out of the classroom to learn how to do Smug Mug for pictures.

Teacher Time...N/A

November minutes approved

Chair's Report...N/A

Personnel Report...Dorrie

Mid-cycle Staff Survey

50% staff participation with reminder sent

No new issues: some improvement and some continued old issues

Treasurer's Report...Jeanne

November income exceeded budget

Salaries and wages continue to be over budget which is correlated with the levels of enrollment, so goals are being met in this category

Utilities and trash continue to run over budget...Dan to look at whether trash is available from hospital

Food continuing to go over budget with rising costs

\$3600 in enrollments fees for expansion; using ~\$769 for expansion furnishings

Overall, we are -\$378.31 compared to YTD budget goals

Director's Report...Jeanne

Fully staffed for first time in months

Staff enjoyed holiday dinner at Ai Fuji

NO PREMIUM increases for health, dental, or life insurance for the next year

Center has pre-enrolled all but 10 spaces on 30 day notice for the expansion and expects those to be filled soon

Center Security...Jeanne

Will send email to parents reminding them not to let people they don't know piggy-back through the front door

Enhance staff education regarding emergency preparedness and create an emergency response plan in conjunction with resources at NAEYC and the health department  
Consult a professional to assist in enhancing security and identify risks  
Consider security camera at front entrance

Building and Grounds....Dan

Expansion Project Update

Retention pond is a problem: 3rd location has been identified

Retention pond has to be in place for certificate of occupancy to be given; may be in place for a March opening

Fundraising Report...Hadley

Brick Fundraiser: Letters sent to parents with turn around by Dec 31, 2012, but will be an ongoing project

Will send letters to alumni

May still be a perception that this fundraising is going to pay for the expansion; will reinforce that is not the case and the moneys will go to general program expenses