

## **Victory Village Day Care Center – Board of Directors Meeting**

July 19, 2012; Start Time: 6:10 and End Time:

**Present:** Ashley Nicklis, Katie McMahon, Mattias Jonsson, Jenn Stegall-Zanation, Jeanne Wakefield, Dorrie Lassiter, Joanna Cleveland, Dan Lehman, Susan Brown, Brian Johnston, Demet Guntas, Corey Piontak, Rachael Bloom, Hadley Kifner

**Absent:** none

### **Welcome**

### **Recognition of and Time for Guests (Teacher Time and Parent Time)**

Parents: Jeanne and Mattias are working on the photo policy; Jeanne will remind the teachers about the no cell phones within the classroom expectation

Teachers: no comments or speakers for Teacher Time

### **Chair's Report: Katie**

- Board member elections – 4 members are up to rotate off the board; 2 Hospital and 2 University; all of the current members will stay on the board

### **Treasurer's report: Joanna**

- June's income exceeded budget by \$10,603.62 due to over-enrollment and enrollment fees.
- The Bookkeepers were able to create the requested Fundraising report and now have a Profit and Loss related to Fundraising; Net Fundraising Income from July 2011 through June 2012 was a negative \$1,548.85. Jeanne reminded us that this is a rolling budget and if you run a 2 year report then it would show more of a positive balance. A lot of income from Fundraising was used for the playground improvements and that is reflected in the minus \$8,238.67 distribution. Most profitable event is the Spaghetti Dinner event.
- Joanne and Katie discussed the requirement of countersignature for checks above \$250.00. If the balance is below \$250.00 then Jeanne and Kim sign and above \$250.00 require Jeanne and either Katie or Joanna to sign. Motion to raise that amount to \$500.00 as the threshold requiring Katie and Joanna to countersign the check. We still need to ask other non-profits what is their standard. Dan – motioned, Dorrie – seconded and all approved.

### **Director's Report: Jeanne**

- See Director's Report handout
- Wait list numbers changed based on omitting children that had aged out and contacting parents on the wait list to see if they are still interested; the number is still considerable and the center continues to have 15 tours per month and numerous Hospital personnel on the wait list
- Experiencing some staff absences and fortunately have had supplementary summer staff and also a returning employee that will float until a classroom position becomes available
- Child Care Services Association has a yearly raffle and the Center is selling tickets; Center gets \$1 for every \$2 ticket sold

### **Buildings and Grounds: Mattias**

- Waiting for shade fabric materials – on backorder

- Expansion project continues to proceed and Dan informed us that in August and September the project will begin to have more activity

**Personnel Committee: Dorrie**

- Staff reviews have been submitted to Dorrie and she will review
- Closed session to discuss items related to attendance and Jeanne's evaluation

**Fundraising Committee: Rachael**

- No items to discuss