

Minutes – Victory Village Board Meeting May 21, 2015

Open Session

Call to Order: 6:05pm

Attendance: Mattias, Joanna, Rachel, Dorrie, Susan, Rebecca, Dan, Jeanne, Jeri, Ashley, Sheera, Sarah

Absent: Matt

Teacher Time: A teacher raised an issue through a board member related to mosquito control on playground; board suggested she work with Jeanne directly.

Parent Time: A parent asked for more advance notice of Teacher Appreciation week.

Secretary's Report: April minutes approved with attendance change.

Chair's Report:

- Annual Plan discussed and approved.
- Executive Committee incorporated feedback from Board members into draft contract document and forwarded to liaisons for submission to university and hospital. Center lawyer also reviewed and provided feedback. Draft is saved with other Board documents and available for Board member review.
- Meeting attendance policy noted.

Treasurer's Report:

- Reviewed Center's budget for previous month and found it to be on target with projections.
- The center has remained fully enrolled.

Director's Report:

- First payment from the 2015 State Advisory Committee of the North Carolina State Employees Combined Campaign arrived.
- State licensing visit date is set.
- Waitlist now at 100, down from 224, as a result of enrollment and waitlist maintenance.

Committee Reports:

- **Building and Grounds:** No update on parking issues. Discussed sidewalk project; Jeanne will ask University contractor for updated price. Topic is still under discussion with University leadership. The Center will address the issue by the end of summer through the University or contractor.
- **Fundraising:** None
- **Personnel:**
 - Teacher interviews conducted. Feedback included:
 - Morale up
 - Communication improved, email communication discussed
 - Director availability praised, request for director in classroom more often
 - Sun shade installment set for May 30
 - Playground updates requested

- Book policy for licensing questioned, discussed
- Discussed teacher request for more frequent teacher workdays; will pilot 2 early closings for teacher development in 2016.
- More formal orientation for new teachers requested.
- Payroll schedule discussed. The board suggested that Jeanne explain the schedule and ask for suggestions; the board will discuss solutions for 2016.
- The licensing consultant called us “a model center”.
- Closed Session
 - The Associate Director has resigned as of May 29. The position has been posted.
 - Three administration positions (Director, Associate Director, and Administrative Assistant) and their responsibilities discussed.
- **Document Revision Workgroup:** None
- **Center Expansion Workgroup:** Updates via email

Adjournment: 7:54pm