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ACP Board Meeting**

**Thursday, January 19, 2017
10:00AM**

Attendees: Jen Hoerber-Chairperson, Linda Detering-Church Member, Dorothy Beeman-Preschool Director, Jill Swanson-Preschool Finance Manager, Carissa Person-Staff, Molly Kleberg-Preschool Parent Marie Vieth, Candace McKenzie

Meeting Called to Order: 10:00AM

Topic	Responsible	Discussion	Action/Follow-up
Opening Prayer	Jen		
Director Update	Dorothy	<p>Current Enrollment – School is Full!</p> <p>Registration for 2017-18, approximately 50 forms so far</p> <p>Summer Camp - \$160 per week</p> <p>Summer Themes:</p> <p>June 19-22 Our State</p> <p>June 26 – Our Continent</p> <p>July 10 – Our Planet</p> <p>July 17 – Our Galaxy</p> <p>Parent Preview was a success with lots of activity</p> <p>Possibly update the brochures with color pictures etc, brochure examples were circulated.</p>	
Financials	Jill	<p>Audit for 2015-16 is completed and recommendations will be sent by Linda Reichenbach</p> <p>November and December financials were presented and December had a Net Income of -8957.89 as tuition payments were not made by all families. November shows a Net Income of \$7778.65 as Tuition collected \$43815.96 and Gross Wages \$30108.88</p> <p>Copier Budget shows \$4,000, but should be \$5,000</p>	<p>Jill to email Jen when final draft is available</p> <p>Jill to update Quickbooks</p>
Approve Minutes	Jen	Motion to Approve – Linda Detering 2 nd Motion – Candace McKenzie	Approved
Parent	Molly	Confirmed how lunch will be handled for the 2017-18 school year. A parent has inquired about the RV parked in the upper church parking lot. Dorothy explained that the church has given permission for Alexis to stay and hook up to the church power and helps to watch over the church property overnight. Church will need to send out a notification/communication to the preschool families and it	Jen and Brad will meet and send out notification to the preschool families.

		was suggested that the RV is not on the property during the preschool hours. Also, background check should be performed by the church if he continues to be considered staff of the church.	
Staff	Carissa	Some members of the preschool staff inquired about the Jamboree RV parked in the upper lot. Parents have inquired about summer camp nursery availability.	Carissa will send out flyers to nursery families regarding summer. Dorothy will send out summer email to see if there is interest.
Church	Linda/Candace	Preschool Sunday is scheduled for Sunday, January 29 th . Staff of the preschool can come to either service	
Children, Youth and Family Ministries	Jen	February 7 th - Parenting Forum No Bubble Wrap Required: Promoting growth while preventing injury from babyhood to the teen years. February 25 th – Family Fun Bingo Night 6:30-8:00PM April 15 th – Eggstravaganza 10:00AM-12:00 Silent Auction raised \$515	
General Discussion New and Old Business	All	Spring Fling Fundraiser Kidmin Seminar March 24 th Summer Budget is due on March 30 th . Open House on February 11 th : Smith Hall closed, no nursery, Linda Detering to be in with 2/3's classroom.	Carissa to contact Peoples family for LuLuRoe leggings. Dorothy and Jen to attend Dorothy
New Business	Dorothy	Addendum to 2016-17 Summer to be a budgeted item Nursery will be open to public after ACP parents complete sign up.	Dorothy to present in September Flyers, show on website
Next Meetings		February 16 th , 10AM March 30 th , 10AM	
Meeting Adjourned		11:50AM	

