

ACP Board Meeting
Wednesday, September 26, 2018
9:30 AM

Attendees: Jen Hoerber- Chairperson, Linda Detering- Church Member, Dorothy Beeman- Preschool Director, Robin Bien- Staff, Jill Swanson- Preschool Finance Manager, Molly Kleberg- Preschool Parent

Absent: Kristin McNamara- Preschool Parent, Kaelyn Adams, Preschool Parent

Meeting Called to Order: 11:30 AM

Topic	Responsible	Discussion	Action/Follow-up
Opening Prayer Our Role Newsletter	Jen	Preschool board role is to be the sounding board for financial health and collaboration in preschool activities. School Newsletter to be created 3 times a year with teachers participating with photos and articles.	Molly will reach out to Kim Given to help us create newsletter. October 1 st first newsletter due. Hardcopies, Facebook and email format.
Financials	Jill	<p>Jill: Follow-up from August meeting: Is the summer income included in the year-end net income? Yes, the July Financials showed the summer income. Did the pre-paid tuition get transferred into the tuition account? No, not until August.</p> <p><i>Savings account will be closed on Thursday September 27th and funds will be transferred into checking with new line items. Chris Antrobus who is the former director will be there to remove her name from Savings and Checking account. Signers for checking ending in 7516 will be Dorothy Beeman and Jill Swanson only.</i></p> <p>August income \$39,768.35 Awaiting 3 playground bids</p>	<p>Banking appointment on Thursday, September 27th at 11AM, Eastgate Banking Center.</p> <p>Consolidate savings into checking and make new line items for Pre-Paid accounts.</p> <p>Playground-next meeting present bids and determine budget for renovation.</p>

Director Update	Dorothy	<p>Start of School There are still some children crying in the First Step class. Working with teaching staff for resolution. TTh pre-k are the only openings in the school. 2/3 M/W Aide is still needed</p> <p>Renovations Total under budget \$1226.90. Approval requested for \$4,000 requested to do new floors and paint in Smith Hall. Molly – motioned Linda – 2nd</p> <p>Communication Most classrooms are using Shutterfly to communicate with parents.</p> <p>Per May 23rd New Business <i>It has been determined that the preschool will give the church a donation of \$6000. The expenses incurred for the renovation, the anticipated cost of the upcoming playground improvements as well as the net income for 2017-2018 were all taken into account in deciding the amount.</i> <i>ACP's donation is conservative compared to other church preschools based on these factors.</i></p>	<p>Molly to post at her elementary school.</p> <p>Motion passed to passed.</p> <p>Jill will begin the donation of \$500 per month for September.</p>
Parent	Molly/Kristin	Molly asked to have new admin assigned to the FB page.	Contact Kaelyn and or Ewelina to be admin to post Social events etc.
Staff	Robin	No report	
Church	Linda/Jen	First day of school photos were a hit and turned out very well. Fall Festival is October 26 th . Robin asked to have information far in advance of flyers being distributed to parents so that they can share with classroom. Parenting forum is October 20 th at Bellevue 1 st UMC. Lots of speakers are scheduled. Rummage Sale is October 12 th and 13 th .	Flyers to be distributed.

Old Business	All	<p>Logo Finalized logo shown and will be used for stationary, t-shirts etc.</p> <p>50th Anniversary Celebration on Saturday, June 1st Some of the events discussed were wearing/selling t-shirts with new logo, bands (Rogers, Caspar Babypants) to play, Bouncy slides/mazes, Food trucks.</p>	Board members to reach out to 2 people asking if they are able to help procure event items such as Food Trucks, entertainment etc. Dorothy will contact Casper Babypants for their availability.
New Business	Dorothy/Jen	Monthly Meeting times discussed for 3 rd or last week of the month at 11:30-1:15	Dorothy and Jen will discuss to preschedule all the dates for the year.
Next Meeting		Wednesday, October 17 th – 11:30AM-1:15PM	
Meeting Adjourned		1:20PM	