

ACP Board Meeting
Wednesday, February 21, 2019
11:30 AM

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

Absent: Molly Kleberg- Church Member

Meeting Called to Order: 11:30 AM

Topic	Responsible	Discussion	Action/Follow-up
Opening Prayer	Pastor Brad		
Financials	Jill	<p>January 2019 Net Income -6263.56 YTD Net Income \$64,418.63</p> <p>Balance Sheet: \$40,000 CD matures on March 12. The CD rolls over to another 18 month CD (expiring 9/12/2020). The Board discussed moving it to a shorter term CD. Ultimately everyone decided to keep it in the 18 month terms.</p>	
Director Update	Dorothy	<p>Registration:</p> <p>We are 66.5 % full for next year. Openings are in the First Step and 2/ 3 class and a few in the 3/ 4 class.</p> <p>Snow days:</p> <p>We lost 7 days. 2 of the days the Bellevue School District was open and ACP was closed. Different make up options were discussed.</p> <p>Linda made a motion to extend preschool on Wednesday, 6/5 and Thursday, 6/6 and also to offer free extended day on these days. All Pre K classes will have a graduation</p>	<p>Jen- to ask a church member and Kristin to ask a parent rep to join the board.</p> <p>Dorothy- Room Parents: Next year at the preschool orientation this will be discussed.</p>

		<p>ceremony on Friday, 6/7.</p> <p>Robin seconded the motion The board voted and it was approved.</p> <p>Staff Appreciation: Jill has taken this on. Each class has a room parent. An email will go out soon with an explanation of what is needed.</p>	
Parent	Kristin	Snow Days- see above	Kristin to talk with Kim Given regarding joining the board.
Staff	Robin	1) Sandbox covers 2) Gap in the rear gate 3) Wifi in the classrooms 4) Concrete retaining wall is unsafe	Jen- to look into Wifi Dorothy- to look into the sandbox covers and investigate the retaining wall and gap in the gate.
Church	Linda/Jen/Molly		
Children, Youth and Family Ministries	Jen	Preschool Sunday is March 10 th Easter Eggstravaganza- April 20 th VBS is July 22-25	
General Discussion Old Business	All	<p>50th Anniversary Celebration on Saturday, June 1st 11am-2pm</p> <ul style="list-style-type: none"> Food and popcorn (Jill) <p>Grilled Cheese Sandwich food truck will be available for guests to purchase lunch. Jill will buy a popcorn machine for the preschool/church to use. It was cheaper to buy one than to rent one.</p> <p>\$100.00 for the popcorn machine \$950.00 for the food truck, if no one bought anything</p>	Jen to reach out to newspapers regarding a press release Kristin to call Safeway regarding the non-profit discount on the mini cupcakes.

		<ul style="list-style-type: none"> Entertainment/Activities (Dorothy) <i>Zachary the Magician</i> - 45 min show. \$350.00 <i>The Bubble UP Show</i>- 45 min show. \$350.00 DJ to play music at the beginning and during the two shows Decorations (Robin) Balloons are \$16 per dozen Cake (Linda and Kristin) Safeway charges \$2.99 for a dozen mini cupcakes. For 300 it would be \$75.00. <p>Ice cream will be served. We will have mini cups and will use coolers to store/serve.</p>	Dorothy- to check with the entertainers to see what is needed. How much room do they need? Do they require a stage? Cost of the DJ? Jen- to check with Patty about making an allergy free cookie Linda- to handle the activities
New Business	Dorothy/Jen	n/a	
Chairperson update	Jen	n/a	
Next Meetings		Wednesday, March 27, 2019 @ 11:30am	
Meeting Adjourned		1:20pm	