

ACP Board Meeting
Wednesday, May 23, 2018
12PM

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

Absent: n/a

Meeting Called to Order: 12PM

Topic	Responsible	Discussion	Action/Follow-up
Opening Prayer	Jen		
Financials	Jill	<u>Net Income</u> April Income is \$6,452.22. Year to Date Income is \$44,163.60. <u>Merchant Services</u> (Clover-credit card) The cost was \$797.73 for 8 months. This is \$99.71 per month. Next year, ACP will offer 2% off tuition if paid in full by check, cash, debit card or ACH. The \$5.00 processing fee per credit card transaction will still apply. No transaction fee for debit cards. <i>Molly motioned to approve this and Linda seconded the motion.</i>	Jen- to write a newsletter explaining tuition payments and credit card details
Director Update	Dorothy	<u>2018-2019 Budget</u> Small adjustments were made. Tuition is based on 90% full and 50% full for extended day. Expenses went up by 3%. <i>Molly motioned to approve the budget and Linda</i>	Board- to discuss in August if a donation will be made from the preschool to the church.

		<p><i>seconded the motion.</i></p> <p><u>Playground equipment</u> A playground structural inspector is going to come inspect the playground to insure it is safe. Also, a playground sign expert will give advice on new signs, etc.</p>	
Parent	Molly/Kristin	<p>A parent mentioned how expensive the pictures are. -These are also a fundraiser for the school</p> <p>Homeless teenager in the forest was brought to the preschools attention. This has been handled.</p>	
Staff	Carissa	<p><u>Teacher Survey</u> Question from teachers: Why did teachers not get feedback last year? Can they see the survey?</p> <p>Answer: They did get feedback last year and they will continue to. Yes, they will be sent the survey.</p>	<p>Dorothy to talk to the teachers about having the teachers remind parents are events/survey that are put on by the school.</p> <p>Jen to send the survey to the teachers.</p>
Church	Linda/Jen		
Children, Youth and Family Ministries	Jen		
General Discussion Old Business	All		
New Business	Dorothy/Jen		

Chairperson update	Jen		
Next Meetings		Wednesday, July 11, 2018 @ 9:30am	
Meeting Adjourned		1:30pm	