

New Morning Nursery School
Board of Directors Meeting
Monday, August 8, 2022

Action Items in Bold

- I. Attendance: April Denton, Kate Megna, Crystal Flynn, Sarah Sherman, Keri Schlecht, Andee Johnson, Kate Patterson, Amanda Franklin
Teacher Representative: None
- II. Director's Update
 - A. Reviewed June 2022 financials
 - B. Discussed 2022-2023 school year numbers estimate: numbers in good spot to meet budgeting goals
 - C. Playground Updates
 1. Work Day switch, now on 8/13. **Keri to post reminder to Facebook group.**
 2. Stop gap repairs needed to get through this school year. **Future Funds requested and approved.** April will reassess if more mulch is needed after work day.
 - D. Reviewed previous funds approval for Oak Room carpeting
 - E. Reviewed back to school communications with families
 1. **April to send link to Facebook group in upcoming back to school email**
 2. Room parents to send email about upcoming social events. **Kate will communicate with them about emails and content**
 - F. Discussed orientation events for week of August 28th
- III. Updates
 - A. President-
 1. Upcoming schedule reviewed
 - a. Parent Night/Meet and Greet. **Kate M and Andee to create volunteer sign up poster for Bake Sale, Pancake Breakfast, Open House and Auction Committee.**
 - b. Back to School Coffee. **April to bring coffee and make door signs. Kate P and Sarah to bring Monday morning snacks; Andee to bring Monday afternoon; Crystal and Keri Tuesday morning; Kate M Tuesday afternoon.**
 - c. Ice Cream Social. **Andee to get ice cream. Kate and April to provide coolers**
 - d. **Keri to take on responsibility of Open House marketing. Revisit Open House details in November meeting.**
 2. Discussed open board positions: Vice President, 2nd Social Media Chair, Web Master. **Kate M currently functioning as Web Master; Keri to back up Kate.**
 - B. Covid Committee-
 1. Discussed policy updates

- a. Health policy rewrite to include Covid and other sickness information in one document
- b. Separate document for other Covid information (cleaning, etc.)
- c. April will ask for new immunization print outs in mid fall

C. Teachers-no updates

D. Treasurer

1. Book keeping program needs to be redone. **Amanda to discuss with her husband about creating Google Sheets to replace current program.**

E. Secretary- no updates

F. Personnel- no updates

G. E-News

1. First E-News schedule for 9/18. **Amanda to check that there is link to Facebook group in Enews. April will communicate with teachers to send content to Amanda by 5pm on Fridays.**

H. Marketing/Social Media-no updates

I. Webmaster

1. Website changes needing to be made
 - a. Remove job postings
 - b. Update Calendar
 - c. BOD list
 - d. Fix outdated content
2. Need "Our Teachers" tab for Melissa and Shelley. **Amanda to email teachers questionnaire. April to check teacher profile pictures.**

J. Social Chair-no updates

K. Room Parent Coordinator-

1. Still need Room Parent for Oak Pm (Andee to volunteer if nobody steps up). **Kate P to send email to teachers to introduce parents to teachers (include Kate M on email).**

Next Meeting: Monday, September 12, 2022

Items for next meeting's agenda should be sent to Kate Megna