



**Ruth Washburn Cooperative Nursery School Board of Governors  
February Meeting**

Meeting Minutes: Tuesday, February 16, 2016, 6:30 PM

*Mission Statement—Ruth Washburn Cooperative Nursery School (RWCNS) is a nonprofit preschool dedicated to educating and nurturing children in an enriching play-based environment and engaging families in a supportive community.*

*Board Members Present:* Trudi Jackson, Aubrey Fennewald, Anna Sass, Jamie, Montoya-De Smidt, Dave Brummels, Kent Freudenberg, Maggie Davis, Alison Christofferson, Emily Evans

*Guests:* Jen Cooper (parent), Kristi Maida (staff), Carissa Ruben (parent)

*Ex-Officio:* Jen Filonowich

*Absent:* Dave McAdams, Cate Boddington, Kara Hamby

Quorum Present? Yes

**PROCEEDINGS:**

- Meeting called to order at 6:39pm
- January Minutes – Spelling corrections needed on Jen Filonowich’s and Jamie Montoya-De Smidt’s names.
- Jamie Montoya-De Smidt **MOVED** to approve the January meeting minutes with minor corrections, Dave Brummels **SECONDED**, motion **APPROVED** unanimously.

**FINANCE REPORT**, Emily Evans

- Dave McAdams was absent for a family emergency; Emily Evans provided the Finance Report in his absence.
- Looking good, financially ready for year.
- Aging report \$57.50 and looking great.
- Payroll a little over, more use of Explorers is creating more cost.
- Cost of utilities has doubled due to billing cycle, this is not long term.
- Fundraising income looks great.
- Property Improvement fund is healthy now and as we work on water mitigation it will go down.

**COMMITTEE AND LIAISON REPORTS**

**CO-OP LIAISON**, Dave Brummels

- No news to report.

**MAINTENANCE LIAISON**, Jamie Montoya-DeSmidt

- Water leak in classroom addressed quickly, only \$300 for total repair.
- Thinking ahead about maintenance days in the spring.

**FUND DEVELOPMENT**, Alison Christofferson

- Excellent job Jen on Fork and Bottle.

- Alison will be meeting with professional fundraiser Christi-Marie Butler.

## **CONTINUING BUSINESS**

### **FOUNDATION/STRUCTURAL REPAIR, Jamie Montoya-DeSmidt, Trudi Jackson**

#### **CONTRACT WITH PROJECT MANAGER**

- Have gone under contract with Marty Fennwald, plan to meet with him every Friday.
- He will be meeting with an engineer a week from Monday.
- Engineer believes water mitigation may be the first step, so this may change trajectory for building work and repairs.
- This may indicate no summer camps on site, possibly a farm camp available.

#### **NEIGHBORING PROPERTY, Jen Filonowich, Emily Evans**

- Woman from regional building said that the city had not responded to the online requests and she was apologizing for the delay. She took pictures of site and there is a lien on it.
- The Board plans to see how far we can take this matter with regional building then will move on to code enforcement due to this property having a wall that is threatening to our property.

#### **PARENT HELPING GUIDELINES, Trudi Jackson**

- State has issued new regulations relating to driving on field trips. It states parents are permitted to drive on field trips and it is the only time children can be alone with these adults.

#### **DIRECTOR'S REPORT, Jen Filonowich**

##### **COOPERATIVE**

- Fork and Bottle Debrief next week.
- Event went very well, feedback was the date was difficult being over a holiday weekend.
- Lots of feedback about live auction, trips are still available, feedback is that next year we need to seek different auctioneer, more clarity on trips, and more family trips.
- May be priced out next year at Antlers, so seeking other options, possibly.
- Thank you gifts were given to co-chairs and those who were instrumental in making this happen.
- Fundraising goals are being met and exceeded at this point by \$3,581.69 at this point in the year.
- Jen presented a spreadsheet that showed who gives to Legacy Event and data showed that board members past or present gave a substantial amount. Many more first time givers after invite to event
- Grant submitted to El Pomar.
- KidPower class coming on February 27th from 4-8pm for ages 4-6, \$45.00 for the session.

##### **PROGRAM ENROLLMENT**

- 99+3 utilizing only Explorers. Two families moved in January (3 children).
- Online Enrollment going very well for next year. 54 currently enrolled and outside families opened today. Y5 is quite full.

##### **STAFF**

- Chris got her training approved by CDE. She is offering a social/emotional training at RW on March 12. This is open to the community and parents.
- Staff is discussing continuity of care concept for next year. Possibly looping for the teachers in sync with best practices.
- Currently identifying staff to send to be trained in Pyramid Plus.

- Jordan is getting trained in program Registered Behavior Tech to be able to utilize her skills to address specific needs and in a more one to one manner.
- Paying Karen Brown for some hours to put up labels in each classroom and to make sure our rooms will get good ECERS rating.

#### **LICENSING**

- New rules and regulations are out. Stacy and Jen will go over them carefully within the next few weeks.
- Expecting licensing visit soon.

#### **NEW BUSINESS**

- Next RWCNS Board Meeting scheduled for March 15 at 6:30 p.m.

#### **Board went into executive session at 8:03 p.m.**

A matter of membership agreement was discussed in the session.

#### **Board exited session at 8:22 p.m.**

Meeting adjourned at 8:23pm. Alison Christofferson **MOVED** to adjourn. Emily Evans seconded the **MOTION**. **MOTION** passed unanimously.