



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

Meeting Minutes: Tuesday, December 13, 2016, 6:30 p.m.

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: Kara Hamby, Dave Brummels, Jamie Montoya-deSmidt, Jim Volpe, Jessica Curtis, Anna Sass, Kent Freudenberg

Ex-Officio: Jen Filonowich

Absent: Cate Boddington, Emily Evans, Maggie Davis, Jen Cooper, Kevin Gigiano, Trudi Jackson

Quorum Present? Yes

PROCEEDINGS:

- Meeting called to order at 6:38 p.m. by Kara Hamby
- It was noted that November minutes were not reviewed by most members. November minutes will be voted on in January.

FINANCE REPORT, Jim Volpe reporting on behalf of Emily Evans

- Finance Committee is recommending a 5% tuition increase in order to raise teacher and assistant pay as discussed in November meeting.
- Discussion among those present regarding whether to vote on tuition/fee increases tonight or at January board meeting. Consensus that it is better to vote tonight to allow the organization to start planning with new numbers/figures/etc. Several of absent members have sat in on Finance Committee or Executive Committee and/or have expressed support.
- Kent F. **MOVED** to approve the Finance Committee's recommendation to raise tuition for 17/18 school year by 5%. Dave B. seconded the **MOTION**. **MOTION** passed unanimously.
- Anna S. **MOVED** to approve the Finance Committee's recommendation to adopt new staff pay scale in 17/18 school year to increase to 75th percentile of median teacher pay, effective 7/1/17. Kent F. seconded the **MOTION**. **MOTION** passed unanimously.
- Dave B. **MOVED** to approve the Finance Committee's recommendation to adopt new Explorers' fees in 17/18 school year, increasing to \$7.70 (guaranteed option)/\$8.80. Jessica C. seconded the **MOTION**. **MOTION** passed unanimously.
- Jessica C. **MOVED** to approve the Finance Committee's recommendation to adopt new registration fees, starting 1/1/17, in the amount of \$90. Kent F. seconded the **MOTION**. **MOTION** passed unanimously.

- Financial Dashboard - YTD Income Actual \$211,725.18
- Operating Reserve Actual \$77,045.11
- Cash Reserve Account Actual \$35,000
- Property Improvement \$35,256.90
- Program/Personnel Actual \$1800.00
- Endowment Account \$25,003.52
- Aging Report over 90 days \$0

COMMITTEE AND LIAISON REPORTS

MAINTENANCE-

- Jamie reports a new swing set has come in. Weather may influence when installation occurs.

DIRECTOR'S REPORT

COOPERATIVE

- Annual appeal letter has gone out.
- Discussion about what to do with boxes that new big swing set is in. They are currently outside. Consensus is to try to move those boxes to the basement.
- Wee Explorers and Not-So-Wee Explorers have been very utilized. An extra Not-So-Wee Explorers was added due to interest.
- No Pyramid Plus meeting this month.
- Staff review process is complete.
- Holiday bonuses went out.

NEW BUSINESS

- Jen F. has been voted onto/appointed onto Joint Initiatives for Youth & Families Board, a collaborative board within the community that focuses on services to families and children in the Pikes Peak area
- Kara will be meeting with Adrian soon.
- Board members are encouraged to contribute to the annual appeal.
- Jen F. is asked to step out. Kara H. reports on current salary of Executive Director and history of pay raises for Executive Director position. Board will address this issue at a future meeting during this school year.
- Next meeting is January 17th at 6:30 p.m.

Kara Hamby **MOVED** to adjourn at 7:23 p.m. Jessica Curtis seconded the **MOTION**. **MOTION** passed unanimously.