

**Sunnymont Executive Board Meeting
February 6, 2007 at Sunnymont
7:14pm – 8:58pm**

Attendees: Scott Eklund, Kara Ligda, Dave O’Neal, Nora Menke, Julie Del Fava, Josh Dorese, Michael Borbas, Kathryn Murch, Heidi King, Lisa Derrington, Tinka Niedermier

Guests:

Absent: Miko Ohno

Proxies: Kathryn Murch for Bernadette Ryan

Opening

Scott reviewed the agenda.

Approval of the January 9th meeting minutes

Michael motioned for the approval of the amended January 9th meeting minutes. Kara seconded. 10 votes approved. Motion passed.

Approval of the December Financial Report

\$117,823.79 in assets. \$86,423.35 in total current assets. Nora researched the fictitious business name and found out it is for operating under a different name and we do not need it. On the YTD Actual vs. Budget – November rent still has not cleared. WorkPartyBuyout shows \$38.89 that reflects someone who left mid-year. Lisa wondered why there were 0.00 for eScrip and Albertson’s for Dec 06 – because of quarterly posting. She also wondered why 0.00 for Registration fees – there were 2 new families but it depends on the deposit and when they registered (possibly November.) Net Income for Dec 06 was \$2331.63. YTD net loss is \$2391.47.

Josh motioned for the approval of the December financial report. Julie seconded. 10 votes approved. Motion passed.

Class Coordinator reports

- Heidi 1-day – The class has grown. They now need work cards. New parents are comfortable. Several families from open house have visited class (possible applications.)
- Lisa 2-day – Kids had Hat Day! and White Day! There seems to be much more collaboration among the kids.
- 3-day – Tinka substituted for two days. The kids are thriving.

- 4-day – The kids are starting to look like kindergarteners. The kids own the class. Deb is on top of things.

Fundraising Report – Julie

- Coordinating with Debbie to do more Parents Days Out, possibly every four to six weeks.
- ATOS – SJ Marriott donated a two-night stay. Still trying to get a dinner. Thinking about raffle ticket prices.
- E-waste day March 31st. Trying to involve community and possible shopping center or Safeway.
- Silent Auction – met with committee. Will get out donation letters. Still checking on cinco-de-mayo downtown Campbell celebration.

President's Report

- Open House – Saturday was great. Some families are returning for tours.
- ATOS – Remember this is not a fundraiser; it is a social event with a fundraising element.
- Job Descriptions – Please follow your job descriptions and make any changes if need be.
- BABI event – Jeanna (alumni) is the head of the organization. Amy Sato to organize and run the kids activity. This will give us incredible exposure.
- Nominations – Haven't looked at the timeline yet. Forms possibly to be handed out at Feb ASM. Small amount of families returning this year. Possibly changing roles on the board (daunting task though, possibly more long term goal.)

Action Item: Kara to organize a committee to start the board restructuring process.

Director's Report

- Many thanks to all who helped do a "spit and shine" to Sunnymont on Friday the 25th before our Open House. We got lots done in a short amount of time and it looked great.
- Saturday Open House – a blast and successful! Thanks to Debbie for thinking of this idea. Let us make sure we keep this in our game plan and it might be a good idea to do one again in the Fall particularly if our enrollment is low – which it won't be.
- CHA News – they have misplaced our Nov. rent check so Nora will stop payment on the check and will issue a new check. I spoke with Amy Jones again today:
 - She will check to see if we can make a direct deposit. They are part of NEC so she will check
 - No word yet regarding signed copy of the lease from them so no security deposit from us.

- Spoke with Paul Parker to remind him about our fence movement and ask again for use of their yard for the Entertainment part of ATOS – it's OK as long as the workmen are not there, but this will be the last time. They are doing re-fencing to incorporate all the pre-school buildings.
- Chris McKenzie, 2-Day family, will be digging new postholes, putting in poles and pouring concrete in preparation for moving our fence as we discussed earlier. This should happen this week. Our plan is to leave the old posts in, mark them clearly, so they will not be hazards and then take the ones out that we no longer need. This will happen over a period of time.
- March 10th the water will be shut off for a few hours. **Dave can you make sure that the weekend maintenance co-ord. alerts the working families.**
- Met with Sally Starz, MAEP and hours are what they are though the 1-Day class is growing so plan to try again when I pick up attendance.
- At our next staff meeting, we will talk about Summer School sessions and dates and I will have that info for you in March. Sign-ups for Summer School will be at the ASM meeting in April.
- Hope to see you all at ATOS – let us hope for dry skies.
- Purchased new griddle from Bed Bath and Beyond and they will accept return if it breaks. Will try for a new thermostat for old one so we can have a back-up
- Work Party sounds like it went well – brought in Fibar for the fall zones, took down freeze burned vines in preparation for moving fence, etc.

SCVC Report

March 16th through the 18th CAPPNS conference in Millbrae.

Claire trying to organize a letter writing campaign for SCVC nominations. Please submit letters by 2/15.

General Discussion

Kathryn gave us the numbers:

Open House

Saturday – 17

Monday – 2 (in the morning)

Tuesday – 3 (in the morning)

Applications

1-day – 4 (1 new)

2-day – 9 (5 new)

3-day – 12 (0 new)

4-day – 2 (0 new)

Nora explained that her and Justine discussed a possible dial-up Internet connection. Reaction seemed favorable. There was a question about how and if it would be added to the curriculum. This would have to come from the Staff. Tinka to take it to the Staff meeting.

Approval of accelerated E-Vote (Scott's ASM clipboard vote)

Nora's Proposal:

The Scholarship Committee proposes that we grant a scholarship in the amount of \$380 to a Sunnymont family with conditions laid out in their Scholarship Agreement. The family has a long relationship with the school and contributes strongly to the Sunnymont Community. The committee feels that this scholarship is needed and well deserved.

Scott's Background Information:

Funds for scholarships come from the general fund, budgeted at 1% of projected tuition, and from donations collected from the tuition over-payment drive. At this time, most of the above proposal would come from the general fund. This would be well under the budgeted amount for the current school year. In other words, "we can afford it".

*Vote was completed as of February 28th. 9 votes approved. 2 votes absent.
Motion passed.*

Meeting adjourned at 8:58pm

The next board meeting is April 3rd, at Sunnymont