Suffield Cooperative Preschool Agenda
Date: Wednesday, March 14, 2012 Time: 7:00PM
Place: First Church of Christ, Conference Room

I. Call to Order –*Celine Zaczynski, Amy Haines, Christine Blakely, Denise Nikolis, Sara Schulz, Tricia Parker, Krystal Holmes*

II. Minutes from January's Meeting - *Approved*

III. Issues for Discussion
   a. Applications for 2-day & 3-day programs for the 2012-2013 school year-*Krystal has and is making copies*
   b. Vote of Budget for 2012-2013 school year –*Voted and approved*

IV. Director's Report (Celine)
   a. Program Highlights
      1. Daily Happenings – *going good, waiting on bus co to hear about going to air museum, family to volunteer to pay for trip (waiting to hear)*
         -Science day tomorrow
         -Dental visit on Fri
         -Maybe drop off at Celine's to see animals and walk to school
         -Library walk on Monday 3day

      2. Upcoming Events – Science Day (2-day)-*set*
   b. Committees & Miscellaneous
      1. Field Trips – Dentist-*set*

V. Secretary's Report (Denise)
   a. Duties
   b. Committees & Miscellaneous
      1. Fundraising Update – Mixed Bags, Zantos
         -Mixed Bags set for March 12-23
         -Zantos-need to solidify date, Lil V is chairing
         -Tag Sale-Denise to send out email re:committee, Fellowship Hall all set for Friday, Krystal to do duties/timeline for committee
         -Denise to do Fundraising worksheet totals for next meeting
         -Still working on craft for summer

VI. Treasurer's Report (Christine & Amy)
   a. Duties
      1. Tuition payments – Regular day/Extended Day updates
         -Everyone pd up to date-
         -Moved 3k into CD, 9k balance=can take out 6x year
         -Checking balance 2/29/12 $20551.83
         -Mailed check for lead inspection

      2. Budget vs. Actual-*Board to start looking at Budget v Actual alittle closer*

      3. Account Balances
   b. Committees & Miscellaneous
         -Website up to date

VII. Membership Report Tricia)
   a. Duties
      1. 2-day & 3-day 2011-2012 Class Lists
         10 2day/18 3day

      2. Membership Update
         New Parent questioned care for her child with Severe Asthma- all teachers trained
         Home daycare – 4 kids can someone bring kids in, Celine & Board says yes

Allergies –JF do health forms, she will have to know and cover all issues
Who's interested in Board & committees to Krystal

3. Tours Update
Had a couple, went well

b. Committees & Miscellaneous

VIII. Vice-Chairperson's Report (Krystal)

a. Duties
1. Health Forms Update
On track, many children w/5 yr appts are coming up

b. Committees & Miscellaneous
1. Nominating Update- *will compile and do rough draft for next meeting*
a. Membership names interested in Board positions
b. Committee Request List from Registration packet

IX. 2-Day Representative's Report (Jen)

a. Duties
b. Committees & Miscellaneous
1. Nutrition & Scheduling Update-*Celine wants to go over Nutrition plan before next year, still getting shorted*
Is google menu worth it? Are we going to continue for next year?

X. 3-Day Representative's Report (Sara)

a. Duties
b. Committees & Miscellaneous
1. Newsletter Update-*up to date*
2. Repair & Maintenance/Recycling Update-*one coming up next month, one family will be invoiced if do not attend per the contract*
3. Social Events Update – Family Night-*working on*

XI. Chairperson's Report (Dianne)

a. Duties
1. Set Spring General Membership Meeting
2. Lead inspection – every 6 months-*Krystal completed*

b. Committees & Miscellaneous
1. Relicensing Update

Feedback/Comments/Suggestions

Next Board Meeting Date: Wednesday, April 11, 2012 at 7pm