



# THE CO-OP PRESCHOOL

220 S. MAIN STREET • LOMBARD, ILLINOIS 60148

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## PARENT BOARD MONTHLY MINUTES Tuesday, October 1, 2019

### Present:

Kate Gerlesits, Chair	<a href="mailto:kategerlesits@yahoo.com">kategerlesits@yahoo.com</a>
Josy Weyers, Financial Advisor	<a href="mailto:josyshank@hotmail.com">josyshank@hotmail.com</a>
Robyn Pike, Co-Treasurer	<a href="mailto:pike.robyn@gmail.com">pike.robyn@gmail.com</a>
Niki Tinnon, Secretary	<a href="mailto:nikitinnon@gmail.com">nikitinnon@gmail.com</a>
Michelle Bauman, Director	<a href="mailto:director@thecooppreschool.com">director@thecooppreschool.com</a>
Kate Wise, Public Relations	<a href="mailto:katkwise@yahoo.com">katkwise@yahoo.com</a>
Amy Thorpe, Vice Chair	<a href="mailto:amy.elizabeth.thorpe@gmail.com">amy.elizabeth.thorpe@gmail.com</a>
Liz Brezinski, Fundraising	<a href="mailto:lzbethmarie@gmail.com">lzbethmarie@gmail.com</a>
Teri Hatfield, Purchasing	<a href="mailto:terisolarz@gmail.com">terisolarz@gmail.com</a>

### Absent:

Teri Wedel, Co-Treasurer	<a href="mailto:twedel@gmail.com">twedel@gmail.com</a>
Anne Luzeniecki, Housekeeping	<a href="mailto:a.luzeniecki@gmail.com">a.luzeniecki@gmail.com</a>
Denise Dabisch, Past Chair	<a href="mailto:ddabisch@hotmail.com">ddabisch@hotmail.com</a>

### Meeting called to order at 12:32 PM

- I. **Parents Forum**
  - a. No feedback
- II. **September Meeting Minutes**
  - a. Finalized 9/12; sent to teacher and sent to PR to publish
- III. **Annual Reports and Tasks Calendar**
  - a. October Monthly Fed Tax, IL Income Tax and IL Unemployment Tax- to be done this week.
  - b. 990 Form (due 10/15)- @Carmine/accountant to handle
- IV. **Upcoming Volunteer Needs**
  - a. Picture Day- Kate has volunteers for every class that Monday & Tuesday (10/28 & 10/29)
  - b. Father's Day- Kate has 7 volunteers currently.
    - i. Have them come in 30 minutes early for set up. They can help set up tables and run the tables once things get going, then stay after for a quick put up at the end.
  - c. Thanksgiving Luncheon- Kate does have volunteers already signed up; she will double check list and send to Michelle.
- V. **Treasurer Report (Robyn/Teri W)**
  - a. No update

- VI. Financial Advisor Report** (Josy)
  - a. No update
- VII. Housekeeping** (Anne)
  - a. No update
- VIII. Purchasing** (Teri H)
  - a. No update
- IX. Directors Report**
  - a. No update
- X. Fundraising**
  - a. Charleston Wrap- closing fundraiser this week. Liz will need some help organizing that once it arrives. Current timeline is "Thanksgiving" (no firm date just yet).
  - b. DQ- made ~\$64
  - c. Infinite Possibilities- \$7 per candle, but we can set our own prices for our fundraiser.
    - i. Board voted in favor. @Liz to get our candle list and other details.
    - ii. Tentative end of October.
  - d. El Famous Burrito- tentative Nov 7<sup>th</sup>
  - e. @Liz- to look at Gianorio's (they may do 20% back)

#### **Upcoming Events**

Oct 11, 14 & 15 – No school

Oct 19 @ 9:00 AM – Housekeeping

Oct 19 @ 10-noon – Father's Day Program

Oct 28 – Picture Day (Tiny Tots, Young Explorers & PreK)

Oct 29 – Picture Day (Parent/Tot & Little Learners)

#### **Next Board Meeting**

Tuesday, November 5 @ 12:30 PM @ Co-Op

**Meeting adjourned at 1:02 PM**