



THE CO-OP PRESCHOOL

220 S. MAIN STREET • LOMBARD, ILLINOIS 60148

PARENT BOARD MONTHLY MINUTES

February 12, 2019

Present:

Kate Gerlesits, Chair	kategerlesits@yahoo.com
Denise Dabisch, Vice Chair	ddabisch@hotmail.com
Samantha Hartmann, Secretary	samantha.g.hartmann@gmail.com
Josy Weyers, Financial Advisor	josyshank@hotmail.com
Robyn Pike, Co-Treasurer	pike.robyn@gmail.com
Kecia Waldschmidt, Fundraising	keciagerman@hotmail.com
Carrie Khoury, Fundraising	carrie.khoury@gmail.com
Teri Hatfield, Purchasing	terisolarz@gmail.com
Niki Tinnon, Housekeeping	nikitinnon@gmail.com
Liz Brezinski, Public Relations	lzbethmarie@gmail.com
Stephanie Ito, Past Chair	purdifo@gmail.com
Michelle Bauman, Director	director@thecooppreschool.com

Absent:

Teri Wedel, Co-Treasurer	twedel@gmail.com
Kate Wise, Purchasing	katkwise@yahoo.com
Anne Luzeniecki, Housekeeping	<u>a.luzeniecki@gmail.com</u>

Additional attendees: Jennifer Gill, Sara Petiprin, Wendy Ihms

Meeting called to order at 12:31 PM

I. Approval of Minutes

- January 2019 minutes were approved via email
- Minutes will now be posted on the Co-Op Facebook page.

II. Parents Forum

- One person said they were sad that PreK would not have a 5/day week option next year.

III. Annual Reports and Tasks Calendar

- Federal Income Tax, Illinois Income Tax, Illinois Unemployment – all paid
- Non-Discriminatory Policy was published in the Lombardian and Josy filed that.
- Josy distributed W-2 forms to staff in January
- Tax ID number was distributed to families.

IV. Treasurer Report

- No update

V. Financial Advisor Report

- no update

VI. Housekeeping

- a. no update

VII. Purchasing

- a. no update

VIII. Fundraising

- a. Art Life color and wine party: February 28
 - i. Limited to 24 people. So far, 7 people have signed up.
- b. Culvers: March 7
- c. Butterbraid: fliers will go out this week and will be due March 13th
 - i. Plan for delivery before spring break.
 - ii. Items will be frozen; pick up will be around the time kids are dismissed from school.
- d. We have not heard back from Potbelly's from November 1st fundraiser.

IX. Director's Report

- a. 81 students are currently enrolled for 2019-2020 school year.
- b. Open House went well: 10 people registered
- c. Openings for 2019-2020: Parent Tot, Young Explorers PM, PreK PM. Everything else is filled with waiting lists.

X. Old Business

- a. Committee Obligation Changes: We will no longer require committee sign ups (will be on volunteer basis). Housekeeping will continue to be mandatory. Vote to approve: unanimous.
- b. By-Laws – small group will get together to review.
 - i. Clarification of the terminology “business operations” and “day-to-day operations”

XI. New Business

- a. Weather Policy
 - i. School closings for emergency days (or otherwise) will not be made up.
 - ii. School closings will be at the discretion of the Director. We will not follow District 44 school closings, so parents will be informed by the director or the teachers in the event of school closing.
- b. Calendar
 - i. Beginning in the 2019-2020 school year, will no longer follow the District 44 calendar (this will be removed from all Co-Op publications).
 - ii. The calendar will be created by the Board and the Director.
- c. Staff Policy Manual: will be updated by the Director.

Upcoming Events

February 28 – Wine & Coloring Fundraising Party at ArtLife Gallery

March 7 – Culver's eat-out fundraiser

Next Board Meeting

Tuesday, March 5th @ 12:30 PM

Meeting adjourned at 1:28 PM