

CLM Board Minutes  
5/12/2009

- I. The meeting opened with a snack, devotion and announcements.
- II. Reports and updates
  - a. Council approved CLM's motion to access \$5000 from MLC's cash reserve fund. The Personnel Board is gathering information on how much time MLC staff spend on CLM tasks. The roof repairs are in progress. The board thanked Dawn for organizing Staff Appreciation week. The Little Caesar's sale raised \$1200 to be used for outdoor toys, classroom items and staff appreciation expenses. The board discussed using funds to replace the old sign on Marsh Road.
  - b. Administrator's Report
    - i. The 2<sup>nd</sup> Annual Playground Spruce Up will be held May 16<sup>th</sup> from 8-12 as a part of MLC's rescheduled clean up day.
    - ii. Becca sent a letter home to all families with swine flu information and preventative measures. The board discussed updating the family guidebook to deal with possible closings in the future.
    - iii. The board discussed the parent initiated withdrawal policy.
    - iv. Becca continues to work on summer scheduling and shared dates for upcoming Preschool programs and picnics.
    - v. Thank you to Harlan Hettrick for his work on fixing playground equipment.
    - vi. Becca shared family evaluation responses with the board.
    - vii. The board discussed 3 year old preschool staffing for 2009-2010.
- III. Special Topics
  - a. The board discussed kindergarten preparedness.
  - b. Becca will seek information on 4K requirements.
  - c. Budget
    - i. A deficit of \$5279 is now projected for the end of the 2009 fiscal year.
    - ii. The deficit will be offset by Council's approved motion to access MLC's cash reserve fund. CLM will repay the funds in 2010.
    - iii. The board reviewed two 2009-2010 budget proposals. Both balanced budget proposals include no salary or benefit increases, paying back all borrowed funds (MLC Cash Reserve, PGO, Tuition Assistance), establishing a CLM Cash Reserve fund, and re-establishing the Van Replacement Fund. One proposal includes \$2400 for cleaning and the other includes \$0 for cleaning (staff performs all cleaning), with the difference being added to the Van Replacement fund. After discussion, the board approved the proposal with \$2400 budgeted for cleaning.
  - d. The board discussed staff/board communication.
  - e. Several new board candidates have been contacted. Board members will follow up with nominees and contact additional people if needed.
  - f. The board approved a tuition assistance request prior to the meeting via email.