

**Los Gatos-Saratoga Observation Nursery School
Board Meeting Minutes
August 30, 2016**

Board Members (Voting and Non-Voting) Present: Elizabeth Wallace, Marissa Tuttle, Thuan Pham, Christi Zenteno, Tania Vong, Derek Almeida, Pedro Perez, Jordan Emmert, Kerri Webb, Michele Moore, Lanyll Smith

Guests Present: Jeanne Cosby, Madhuri Flectcher

Administrative Director: Leslie Bergh

- I. Meeting was called to order at 7:12 By Elizabeth
- II. Approval of the June 2016 Minutes
 - A. Motion to approve June minutes: 1st Michele, 2nd Tonia.
Motion approved.
- III. Directors Report (Leslie)
 - A. Discussed staff changes in including Caroline 3's and Lilo to Wednesdays.
 - B. Plans to send resource questionnaire to parents to inquire of potential skills with a consolidation of LGSONS's list of needs in mind.
 - C. A special parking permit was submitted to new site.
 - D. Proposed changes to the Bylaws to include;
 1. Party Coordinator- #1
 2. Article XXI- #18
 3. Article XXI- addition of #38
 4. Article XXII-#12
 5. Article XXIV-#7
 6. Article XXIVMotion to approve Bylaw changes 1st Derek, 2nd Kerri, motion approved.
 - E. Proposed Changes to the Operating Policy
 1. I.E
 2. III. B. 2
 3. V. E. Social Media Guidelines.Motion to approve Bylaw changes 1st Michele, 2nd Pedro, motion approved.
- V. Lead Teacher's Report-No Report
- VI. Voting Chair Reports
 - Secretary - No report
 - Treasurer - Derek reported that LGSONS is currently behind in the budget.
 - Information - No report
 - Registration - Kerri reported all classes full with the exception of 3/4 which enrollment is 13 children to date.

- Forms - Christi reported concern with Basecamp overlap, all Basecamp class projects prior to July 1st will be archived.
- Program - Jordan reported the upcoming programs to include Jon Young at the general meeting and other speakers throughout the year.
- Facility - Pedro reported working on chicken coup to address the squirrel damage. Phone line repair in progress and the faucet and vacuum are working properly. Workday to include work on sandbox and boat repair.
- Purchasing - No Report
- Webmaster - Encouraged use of web portal in Basecamp to avoid numerous notifications. Newsletter to include directions of how to set up Basecamp.
- Newsletter - Submissions are due by Sunday following Board meeting.
- Fundraising - Discussed various events including; turkey trot, winter raffle, May fair and Buy a Spot and additional discussion on how to share summarized financial plan and goals for this year.

VII. Non-Voting Chair Reports

- Alumni Liaison - No Report
- Animals Chair - No Report
- Community Service Liaison - No Report
- Family Partnerships - No Report
- Garden Coordinator - No Report
- Health and Safety Coordinator - No Report
- Librarian - No Report
- Marketing - No Report
- Mountain School Parties - No Report
- School Photos - No Report
- Social - No Report
- T-Shirt/Sweatshirt Sales - Jen reported via email-Updated design complete with new vendor completed and ready for sales with delivery estimated by October.
- Workday Coordinator - No Report

VII. New Business

- Saturday PM Parent petition. Motion for approval 1st Christi, 2nd Thau, motion approved.
- Ticks at the schoolhouse - Madhuri proposed the need for education, tick testing protocol and inspection of the schoolhouse property.

VIII. Adjourn - Meeting adjourned at 9:05