

**Los Gatos-Saratoga Observation Nursery School
Board Meeting Minutes
February 2, 2016**

Board Members (Voting and Non-Voting) Present: Denise Horton, Elizabeth Wallace, David Desrosiers, Patricia Darby, Johanna Mahal, Kerri Webb, Michele Moore, Tandem Hayden, Derek Almeida, Jason Jillson, Pedro Perez, Madhuri Fletcher.

Administrative Director: Leslie Bergh

- I. The meeting was called to order at 7:11pm by Madhuri**
- II. Approval of Jan 2016 Minutes**
 - a. Motion to approve 1st Michele, 2nd Patricia. Motion approved.
- III. Chair Report (Madhuri) No Report**
- IV. Directors Report (Leslie)**
 - a. Summer school applications are ready and up. Moving open registration date up to April 15th.
 - b. Annual school evaluations: Please review and make suggestions, keeping feedback in mind. Sending out after the Feb break. Trying to get analyzed and reviewed and back to the Board by the April 1st meeting. Right now they are on paper... Would it be easier in the future to use an online service for this? Survey Monkey? Derek/Elizabeth/Patricia volunteered to look in to the possibilities.
 - c. Emergency plan is almost complete. Teachers trained on Feb 8th on the ERP.
 - d. Courtney Boitano, and occupational therapist, wants to rent the school yard (outside only) a few hours a week to observe clients (children). It is OK with Lakeside. She will pay us \$15/hour, for a few hours a week. After school time only.
 - e. The phone is fixed!
- V. Head Teacher (Marie) No Report**
- VI. Voting Chairs**
 - A. Secretary (Kerri) No Report**
 - B. Treasurer (Derek) No Report**
 - C. Information (Michele)**
 - i. Open House went great! 200+ people, 75+ families.
 - ii. VM is horrible!
 - iii. Lots of interest still

D. Registration (Tandem)

- i. Should we do a FAQ on the website? YES!
- ii. We need to advertise that we are a Parent Run Preschool and an ALL volunteer organization! Leslie will get verbiage to David to put on the website.
- iii. Tandem has received a few petitions, they will be read at the March Board Mtg.

E. Forms (Denise) No report

F. Programs (Patricia)

- i. Laura Markhams people contacted her. Offered us 2 choices; We provide the space, she charges and makes \$, or a \$2,200 flat rate and we can keep any extra \$. Must be March 30th or 31st.
- ii. Motion to invite Dr. Laura for flate rate: 1st Michele, 2nd Denise. Motion approved unanimously.
- iii. Patricia will talk to Denise. Tandem and Madhuri will work on a venue.

G. Facilities (Eric) No Report

H. Purchasing (Peter)

- i. We have a new Vacuum cleaner! Need to order a bag for it.
- ii. We need to order new cutting boards for the kitchen. Will consult with Jason Jillson.
- iii. We need to pad the metal bracket door reinforcements.

I. Webmaster (David)

- i. Sent out Basecamp reminders
- ii. OP and ByLaws updated on website
- iii. Will double check that the BBQ is on May 1st in the calendar
- iv. Will add a link to the Registration packet on the Homepage of LGSONS with the due date in bold!

J. Newsletter (Elizabeth)

- i. Jan deadline is Tuesday the 9th. Trying to get it out the following weekend the 14th.

K. Fundraising (Johanna)

- i. Winter raffle tickets, feb 13th deadline to turn them in.

- ii. Drawing is at 6pm at CA Cafe in LG.
- iii. BBQ meetings on going
- iv. Class projects have started
- v. Kerri will talk to Sarah about the Maypole and banjos
- vi. Fund - a - need: Trying to figure out how to do this. Maybe the teachers can create a website of what they want... tie it in with the Buy-a-spots?
- vii. Mt. School clothing reopens in March. Thinking about having an assigned color for each class?
- viii. When will Mt. School celebrate its 60th anniversary? This year or next?

VI. Non Voting Chairs

L. Garden (Jason)

- i. Started seeds at his house.
- ii. Want to use this idea as a fundraiser at the BBQ!
- iii. Stepping stone for a fundraiser?

M. Health and Safety (Michele)

- i. No more hand drying dishes!! Please remind all classes to air dry.

VII. New Business

A) We need to start recruiting next years Board! General Board recruitment will be put in the newsletter. Known available positions are: President, Webmaster, Forms, Registration.

b) We need a nomination committee... Jason? Anyone? TBD

Meeting Adjourned at 8:59PM