

## **MINUTES FOR THE APRIL 27, 2015 BOARD MEETING**

### **CALL TO ORDER:**

Meeting was called to order at 6:40 pm by President Gidget Macke.

### **ATTENDANCE**

#### **BOARD**

Gidget Macke  
Christy Stith  
Kelli Tavegie  
Michelle Sweet

#### **STAFF**

Jane Rhoades Executive Director  
Francie Gregory Business Manager  
Sarah Thompson Preschool/Child Care

### **AGENDA**

Added : IRS response, parking lot proposal and maintenance request

Deleted: Buses and Festival of the Tables

### **APPROVAL OF APRIL MINUTES**

April minutes approved via e-mail. (Christy, Kelli, Michelle. Gidget)

### **BUSINESS MANAGER'S REPORT**

Francie reported that on April 24<sup>th</sup>, she received word that the issues regarding our 990 Report have been resolved.

Voucher list for March was given to the Board. Christy asked about #25507 to Little Ones in Sundance. This is scholarships for children. She also asked about #25510 - #25548 which were voided. Francie told her it was a printer jam. Gidget asked about #25668 to Leighton Construction. Francie explained that this was for snow removal. Kelli asked about voucher #25649, paid to Karen's Cars and Covers. This was payment for upholstering the chair cushions in the classrooms.

Kelli moved to approve the voucher list. Michelle seconded. Motion carried.

The P&L was given to the Board for their consideration. There were no questions.

### **REGION III /SPECIAL ED**

There was no Special Ed report. Kim is in Denver attending the LRP Conference (Special Ed Law), which is fully funded by Weston County School District #1.

Christy mentioned the Temple Grandin Conference in Cheyenne on June 5<sup>th</sup>, if we have staff that could attend.

### **PRESCHOOL/CHILD CARE COORDINATOR**

The Preschool and enrollment reports were given to the Board Members for their consideration. Things are winding down and getting ready for summer.

### **DIRECTOR'S REPORT**

Jane reported on the Head Start monitor's visit. According to Head Start regulations the classrooms here and in Moorcroft are too small for the number of children enrolled and attending. Jane presented a possible solution which would be to enroll all Head Start children in an afternoon preschool classroom. This would begin in the Fall of 2015.

The Medicaid and insurance report was given to the Board. The report looks good.

Jane reported that the front door is now locked at all times and a door bell has been installed temporarily. Jane has included a security system in the Daniels' Grant Application.

Jane informed the Board of issues at the Upton Preschool. A survey has been given to staff in hopes of gleaning information on concerns and ideas for a solution.

Jane reported that she has been working on the budget and should have the Final Budget to present for approval at the next meeting. She expressed concern that she does not want to begin the year with a deficit

Kent Petersen presented a proposal for work needing done on the front parking lot. This would include concrete barriers, repairs to the asphalt surface and full length strips for parking spots. The handicaps spots will need to be blue. Christy moved to accept the proposal and Kelli seconded. Motion passed pending e-mail approval from the rest of the Board.

Ray had visited with Jane about receiving extra pay when he has to rototill the pea gravel on the playground. Jane presented this request to the Board and mentioned that for several months while Ray could not work due to illness and surgery, he continued to receive his monthly salary. Also in his absence we have had to hire someone to do various maintenance projects. Therefore the Board recommended no additional pay at this time. They may consider it at a later date.

The next meeting will be Monday, June 8th.

There being no further business, Gidget adjourned the meeting at 8:10 pm.

Respectfully Submitted By,

Sarah Thompson  
Preschool/Child Care Coordinator