



Treasure Village Montessori Board of Directors

Meeting: February 22, 2017

Present: Jack Vandelaar
Narelle Prew
Nancy Hull
Shawn Burchfield
Denise Cano
Rosie Donnelly
Jessica Reilly
Charlie McKinnies

Staff Present: Kelly Mangel, Principal
Connie Chapell, Assistant Principal
Laura Guth, Finance Director

Meeting called to order: 4:44pm

Public comment:

- None

Minutes:

- Meeting minutes for January approved with one change: enrollment should be 214. Motion by Shawn Burchfield, second by Denise Cano.

Financials:

- January Financials Statements approved motion by Rosie Donnelly, second by Jessica Reilly.

Board Business:

- Nancy Hull, Bookworm Academy
 - Motion to table till next meeting by Jessica Reilly, second by Denise Cano.
- Delegation of duties and committee chairs. Each committee should be meeting separately and reporting information back to the Board on a monthly basis. All Chairs should email Board to notify them of the dates & times of meetings, in case Board members would like to attend.
 - Human Resources Committee - Charlie McKinnies, Chair & Jessica Reilly, Co-Chair
 - Fundraising - Rosie Donnelly, Chair
 - Marketing & Public Relations - Shawn Burchfield, Chair
 - Compliance - Denise Cano, Chair
 - SAC - Nancy Hull, Chair
 - PTO - Narelle Prew, Chair.
 - Motion to add PTO & Compliance to Bylaws by Shawn Burchfield, second by Narelle Prew.

Committees:

- **Fundraising** (Shawn)
 - No-Fuss Fall Fundraiser underway, \$27,507 paid to date.
 - Restaurant of the Month
- | Month | Restaurant | Percentage | Details |
|-------|-----------------|------------|---------|
| March | Boardwalk Pizza | TBD | TBD |
| April | Twisted Shrimp | TBD | TBD |
- **PTO** (Narelle)
 - Discussed grants and grant writing with parent volunteers and sub-committee to fall under the Fundraiser Committee.
 - Request to change the name of the Key Lime Festival to something else associated with the school.
 - The PTO social was so productive that there was a demand for workshops, which are every Thursday morning during the month February.
 - Donation box in front lobby starting March 1st for new items donated by parents to be sold to raise money for the school.
 - **Facilities** (Kelly)
 - Jay Matz provided a subcontractor agreement for review and to be discussed next meeting.
 - **Compliance** (Denise)
 - No update at this time.
 - **SAC** (Nancy)
 - SWOT - last meeting on Monday. One year plan & five year plan presented to Board in April.

Enrollment:

- 214 students enrolled

Staffing and Administration:

- 25 Strong

Final Comments:

- Discussion of what the Board is responsible for and its main purpose; finances. If Board members are approached by parents they should let them know about the Grievance process.

First Motion to adjourn

Shawn Burchfield, second by Jessica Reilly

TVM Board Meeting adjourned

6:39pm

Next meeting scheduled for

March 28, 2017 @ 4:30pm

Submitted by

Shawn Burchfield