

Caminitos Board Meeting

Minutes

June 14, 2018

6:30 pm

Type of Meeting: General Board Meeting

Meeting Facilitator: Jessica Cortes

Attendees: Erin Valladeres, Jessica Cortes, Lauren McGeary, & Alex Putnam

I. Call to Order: 18:57

II. Roll Call

III. Review of Minutes From May: Seconded by Lauren

a. Meeting with Parents

- Email sent out to current and new registrations to update parents on the outcome of the meeting.
- Website updated with tuition increase. Need picture of new space and then website will be updated.
- Construction to be finished by beginning of August

b. Audit

- Incomplete
- Monitoring is ongoing in a candid situation

c. Class Photo's

- Pictures sent to parents

d. Paperwork for Casino

- Jessica has paperwork
- Need some more information to complete the application

e. Raffle

- No interest
- Working a raffle into the year end party

f. Teachers and substitute teacher for next year

- Interviews done with Zoila and Dora
- References being checked
- Have another interested applicant that Jessica will touch base with
- Will keep job postings up

g. Advertising for Preschool

- Erin will print up posters with new address
- Advertise on FB
- Advertise with community leagues

h. Follow up on registrations not paid

- Alex sent list to Dave
- Alex will follow up on registrations not paid

IV. Open and Standing Issues

a. Parent Volunteers in Classroom

- Classes covered by parents

b. Year End Party

- Being organized by party planners
- Liquor license
- Wine raffle
- Taco bar
- Horchata & lemonade fundraiser
- BYOB
- potluck
- Free admission 4-7 at Ritchie Hall
- Need proof of insurance

c. New lease

- The daycare needs a renovation plan approved to get childcare licensing to approve the lease. Once the lease is signed by the daycare, then Caminitos can sign the lease.
- Expected move in date August 15th

d. Move out

- Move date to August
- Need tear down & setup crew: Aug 20-30

- Setup: Room prep August 15- 20
- Contact CDA for donating items

e. Teacher Report

- Nothing to report

f. Treasurer report

- See monthly report

V. New Business:

a. Round Table

President: Key given to Jessica while Erin away

Treasurer:

- Finance Update

Registrar:

Secretary/ Webmaster:

Fundraiser:

VI. New Steps/ Tasks:

a. Tasks

- President
- Treasurer
- Registrar
- Fundraising & Volunteer Coordinator

Secretary/ Webmaster: Jessica will write letter to Isabel.

Jessica will look at the handbook and update for fundraising sub- committee:

“Caminitos campaign crusaders” Number of people, responsibilities, organize,

setup, enforce. Worth 2 pledge bonds in total. 1 per semester. Look into mural painter.

b. Next meeting:

AGM: August 31, 2018

VII. Adjournment: 20:48