



Heartwood Montessori School grows community by empowering children through respect, independence, and discovery.

BOARD MEETING AGENDA

January 20, 2021

Attending: Emily Leutgeb, Stephanie Malone, Melissa Olson, Corinne Ivanca, Kate Murray, Caitlin Hargarten, Jessamay Pesek, Keith Johns, AJ Neihaus, AmberJean

Consent Agenda (7:00-7:05 p.m.) **motion to approve passes 1904**

Approve last meeting's minutes- (December)

Approve public meeting minutes from December [for posting on the website](#)

Check-In (7:05-7:15)

One phrase or sentence that captures what you love most about Montessori learning -

Independence, working in age-varied groups & leadership growth, beautiful materials, "magic"

Committee Updates (7:15-7:30)

- **Treasurer's update / Finance Committee**
 - Current Account Status
 - Signers on the bank accounts? - **AJ will let Emily know when the account signers have been changed**
 - Must get financials for annual report to Caitlin & Melissa - **Offline**
 - Elect new Treasurer -*requires vote* - **motion to confirm AmberJean as new Treasurer passes 1915**
 - **Executive Committee (Corinne/Melissa)**
 - [Newsletter greeting from January](#)
 - **Community Engagement Committee (Caitlin, Melissa)**
 - Send out parent poll in next newsletter? - **Send suggestions to Caitlin**
 - Need bios for new Board members for newsletter & website
 - **Toddler Environment Committee (Corinne)**
 - Meeting scheduled - **not actually scheduled, but will be scheduled for Wednesday Feb 3. Melissa will communicate to Heartwood Community to get additional interested attendees.**
 - **Building & Grounds Committee (Stephanie)**
 - No updates
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Director's Update (7:30-7:45)

- Current Operations
 - Current program and enrollment:
 - Half Day: 6
 - School Day: 16
 - All Day: 15
 - Status of Peacetime Emergency Child Care (PECC) Grants.
 - *These have ended.*
 - *You can lobby your MN House Rep. to support [HF5](#), appropriating Fed. COVID funds to child care providers.*
 - [Heartwood's Representative Sydney Jordan](#) (Dist. 60A)
 - PPP - Second Round - *do not qualify*
 - EIDL - 1st payment due 8/1/21
 - Vaccine policy
 - *Emily will require support for opposition to vaccines based on religion or ADA exemption. Board will likely need further discussion on how to work with staff that do not want to be vaccinated.*
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Board Membership tasks / Monthly Task List Items related to our strategic goals (7:45-8:30)

- Mail Chimp & GTM Training - need a volunteer, meeting to be scheduled anytime before April board meeting - *AJ will keep bringing it up until someone volunteers. Melissa and Caitlin have said they would work on a team to do this.*
- Board agenda - *Melissa organizes agenda now to separate public and closed sections of the meeting.*

Open table:

Adjourn

Zoom Meeting Norms:

- Camera on at start to say hello and check in and then turn off as needed
- Use your voice to vote since it can be difficult for viewers to toggle back and forth
- Use chat to notify group if you need to leave meeting temporarily
- When engaged in discussion, have camera on if possible for others to also have visual cues
- Review agenda prior to meeting for efficiency purposes