

ICNS Board Meeting Minutes 3 October 2019

Meeting called to order at: 7:18pm

Members present: Donna Schwartz, Ashley Sarmiento, Christine Hwang, Brooke Tawana, Evelyn Le, Tiana Teixeira, Carey Zamora, Salome Carrigan, Nicole Best, Wende Hernandez, Sarah Duke, Margaret Valle, Anamika Kalsi, Sarah Bercusson

Co- Presidents Evelyn & Nicole

- Tuition increase:
 - Unfortunately per bylaws we cannot increase tuition until the next budget. When doing the budget in the spring, Evelyn suggests to raise tuition by \$10/month and increase supply fee from \$75 to \$100.
- Confirm licensing increase and Fire inspection fee added to budget
- Alumni Events:
 - Fall - event date Nov. 15th, theme TBD
 - Spring Carnival - date TBD

1st VP Ashley

- October: Round tables:
 - Topics:
 - Fun and Inexpensive/free fall family activities and traditions
 - How do you manage your own emotions and practice self-care?
 - Positive reinforcement
 - What is your daily/weekly family rhythm? How do you spend time connecting with your family?
 - November: Haley Goldberg will present on raising emotionally intelligent children
 - January: Kindergarten readiness
- Phone bill: decreased from \$70 to \$55, can switch to cell phone for \$45/month
- Wende reconciled with Mrs. Tanya Parent & Me payments and supply fee. \$195 includes supply fee.

2nd VP Sarah

- Holiday party update and Raffles: Event time will be 10:00 a.m. - 12:00 p.m.

- Request \$5 donation plus potluck contribution from each family
- Set up at 8:00 a.m and clean up until 1:00 p.m. (\$71 fee)
 - Dates/Pricing for photographers for family photos:
- Social chair is communicating with Tracy West. Sara Wiles to ask families at General Meeting if anyone knows photographers.
 - Upcoming field trips:
- Dana - Corona del Mar tide pools - waiting for an email response
- Big Walk to Lamppost Pizza
- Long Beach Aquarium
- Fire station
 - Philanthropy Ideas:
- Holiday shoeboxes, bedtime bags, joy jars, Woodbridge senior center caroling
 - Historians:
- 2 day - Lillian, 3 day - Tianna and Roxanne
 - Will ask Name tag chair to update tags with food allergies
 - Marta will cover as Meeting Hostess for October General Meeting, two more to sign up for meeting potluck

Treasurer Wendé

- Annual/semi annual tuition sign ups: 2-day class: 7 families paid annually 3 day class: 1 family annually. Will send out one more reminder to families regarding tuition.
- Ruby's fundraiser earnings: \$99
- Welcome back potluck earnings: \$160
- Fantasy Football fundraiser money received: Roughly \$720
- Teacher Appreciation money: Wendé to reach out to Arti to confirm how money is being used.
- Alkalign fundraiser: \$155
- \$1,304 total raised to date

Secretary Margaret

- Will send a copy of general meeting minutes to Jason (Webmaster) no later than Sunday evening following the general meeting
- To include Wendé on emails regarding fines to confirm receipt of payment.

- Ashley to take general meeting minutes in October meeting

Ways and Means Brooke and Christina

- Upcoming fundraisers:
 - Pumpkin City - deadline to turn in money is Tuesday, 10/22. Wristbands to be delivered in child's folders on Wednesday 10/23 and Thursday 10/24
 - Robots - Donna will discuss with Jason regarding enrichment class fundraiser vs. part of curriculum
 - Sponsors:
 - Waterworks (\$100) - will include them in ICNS yearbook, newsletter and website
 - Fast Action Basketball
 - Recognize sponsors by thanking them with a class photo and printed list at Holiday Party
 - Make it plates: to be done in the spring before Mother's day
 - See's Candy: Announce in October general meeting to be delivered before the holidays

Membership Tiana

- Update on Rosters/Enrollment – 3 day class has two spots open
- Update on Flu forms - Due 10/7
- Labels, files and emergency cards are ready
- Assistant for tours - not assigned yet

Newsletter Salome

- Update on newsletter: pending a few more responses
- Release date: early October
- Next Newsletter Ideas: January - winter fun

OCCPPNS Carey

- Next Meeting: October 14th by phone
- Uses for extra funds - STEM enrichment class, garden revamp

Director Donna:

- Upcoming Events:
 - The Big Walk - November 7th & 8th (Thursday and Friday)
 - Parent teacher conference - To discuss ASQs at general meeting

- Stone soup - November 21st and 22nd (Thursday and Friday)
- Pancake breakfast - Saturday, October 26th
- Accreditation process:
 - NAEYC accreditation through 2022, \$550 fee and complete application due December 1st, 2019
 - Donna interested in OCDE Quality First Start program - no cost, provides additional support and classes

Deep Cleaning

- October 19, 8:00 a.m.
- Cleaning chair will send out reminder to check website for time slot

*Evelyn requests for a motion to approve the September board meeting minutes. Ashley makes a motion to approve the September board meeting minutes. Sarah seconds the motion. The ayes have it, the motion carries.

Into to motions:

1. Reports or items for vote will be presented, then there will be a request for a motion
2. Member will state, I motion that we (change budget, file report, etc)
3. Then there will be a second from another member
4. Request for discussion, any discussion about item will happen
5. Then motion is restated for vote
6. All in favor say "Aya", and those opposed say "Nay"
7. The majority will be stated as "The Ayes have it, motion carries" or "The Nays have it motion fails"