

Turlock Nursery School - Board Meeting Minutes

Thursday, September 21, 2023 - 5:15 pm

Location: Espacio, Main St, Turlock

4th Regular Meeting, 2023-2024

Meeting called to order at 5:24 pm by Cherie Arceneaux

I. Roll Call

- A. Members in attendance: Cherie Arceneaux, Gabrielle Harvey, Jamie Dunn, Ashley Castro, Breanne Perkins, Stephanie Endsley-Bull, Katie Chibante, JodieLee Chaplin, Jessica Jarvis, Andrea Rheinschild, Emilee Shackelford

II. Approval of Previous Minutes

- A. Motion to approve previous minutes made by Emilee, seconded by Gabby, unanimously approved

III. Director's Report

- A. Fire Dept coming 10/5 & 10/6, pumpkin patch trips are 10/12 & 10/13, Halloween class parties are 10/30 & 10/31
- B. Costumes are ok to wear for parties, nothing too scary.
- C. NO food/candy in any treat/gift bags for kids
- D. Fire & Rescue, Spider & Insect, Nocturnal Animal Weeks coming up in Oct
- E. Working parents need to be at school by 8:45am, \$20 fee will be enforced if arriving later than 8:55am.

IV. Financial Report

- A. Current finances are trending up.
- B. Donations of \$1,915 were received in August 2023.
- C. Tuition is up approximately \$7900 compared to July-August 2022.
- D. Payroll expenses are down approximately \$1200 when compared to last year at this time (due to hardly any payroll in July & the beginning of August this year)

- E. Repairs and maintenance is up approximately \$837 compared to July-August 2022 (due to landscaping repairs done in August 2023 by Salvador Rodriguez & Breanne Perkins)
 - F. No school supplies expenses in July & August - many items were purchased off our Amazon Wishlist and donated
 - G. I'm allocating the reimbursements based on what is now being written on the reimbursement requests.
 - H. Checking & savings total was \$21,434 - Aug 2022 vs \$18,092 - Aug 2023
 - I. \$4351 in Venmo account to be transferred to checking account
 - J. \$100 fine due for a MWF parent who missed their workday w/o a sub
- V. Enrollment and Admissions
- A. Membership Coordinator (JodieLee) update:
 - 1. MWF currently has 16 students
 - 2. TTH currently has 10 students
 - 3. Lunch Bunch enrollment is up for both classes (full in MWF)
 - 4. Early Bird enrollment also up
 - B. Jamie would like prospective families to schedule a tour before registering
- VI. Facilities and Maintenance
- A. Work Party Coordinator (Emilee) extended thanks to Craig, Johnson, Arceneaux & Shackelford families for work party time & efforts
 - B. New sand has been laid in the backyard sandbox
- VII. Fundraising and Development
- A. Vice President (Gabby) update
 - 1. Fundraising Committee currently has 7 members
 - 2. Request to form a Budget Committee under Treasurer (Stephanie)
 - 3. Gabby met with Denair Gaslight Theater board of directors
 - a) They would like to work with us but cannot donate venue at this time
 - b) Minimum cost of \$300/3 hours
 - c) No liquor license, 188 occupancy

d) Not ideal for large fundraiser or Santa Celebration

B. Fundraising Committee has 3 ideas for events & needs to request/confirm dates

1. Family Movie Night @ Denair Gaslight Theater - board decided on Thurs Nov 9 (Gabby will confirm date availability)
2. 21+ Comedy Night @ Denair Gaslight Theater - board decided on Sat Feb 10 (Gabby will confirm date availability)
3. Spring Art Show/Mixer - May date was decided against
 - a) Fundraising committee will look into an April date
 - b) Concerns about families being unwilling to commit time to a large event, impacting Spring tuition
 - c) In the past, large events have cost around \$8,000 to put on. Estimating those expenses with a 40% profit goal, we would need to raise approximately \$12,000, as an example.

C. Andrea volunteered her property for hosting Santa Celebration this year. We need to form a Santa Celebration Committee to plan the event.

VIII. Old Business

- A. Community Liaison position - Jessica Jarvis is the only nominee
- B. JodieLee motioned for Jessica Jarvis to fill the Community Liaison position, Gabby seconded. Motion passed unanimously.

IX. New Business

- A. Yellow pages have been costing us \$13/month; we have canceled the subscription.
- B. Cherie presented guidelines for social media, to be discussed at the next meeting.
- C. JodieLee has a donation proposal from herself & the Chaplin family
 1. There is a need for a privacy shield between the school and the neighbors on the south side

2. The Chaplins would like to donate 10-15 of Thuja Picata trees to be planted on the south line of the front yard to create a privacy barrier. They grow 3-5' per year. Tom will manage the project.
3. Emilee motioned to accept this donation, Gabby seconded. Motion passed unanimously.

D. Breanne has a donation proposal from Perkins family

1. Total of \$80,000 to go towards building renovations & outdoor beautification, from the Covington Family Fund, Covington Foundation, Marin Community Foundation, and "Nana & Papa" Perkins (grandparents of TNS students from 2020-2024)
2. \$900 to crown & clean up the oak & laurel trees in the driveway. Motion to approve by JodieLee, seconded by Stephanie, approved unanimously.
3. \$600 to clean up the orange & crepe myrtle trees in the backyard, & add a special fertilizer to prevent sticky sap. Motion to approve by Emilee, seconded by Gabby, approved unanimously.
4. \$500 to crown & clean up the Bradford pear trees in the backyard. Motion to approve by Emilee, seconded by Stephanie, approved unanimously.
5. \$1,300 to remove branches & limbs from the almond tree that are resting on the play structure and fence in the backyard, and install a full support system. Motion to approve by Emilee, seconded by Gabby approved unanimously.
6. \$2,150 to remove both the apple and locust trees, and \$2,500 to plant a 48-gallon October Glory in their place. Motion to approve by JodieLee, seconded by Stephanie, approved unanimously.
7. \$5,400 to remove the existing stump and Liquid Amber trees, and replace with 2 48-gallon Chinese Pistache trees. Motion to approve by Emilee, seconded by JodieLee, approved unanimously.

8. \$7,785 to place a walking path along the driveway from the sidewalk to the back gate, remove and replace the brick pathway in the backyard with a cement path to the playhouse. Bricks came from the old hospital, and will be repurposed on the property. Motion to approve by JodieLee, seconded by Katie, approved unanimously.
9. \$2,280 to run necessary power lines and install a ductless mini-split heat & air unit in the playhouse. Motion to approve by Emilee, seconded by JodieLee, approved unanimously.
10. \$3,625 to remove & replace the top section of the treehouse (including the metal roof & framing), remove & replace logs, repair the sagging deck with concrete pier blocks & additional joint material, and repair the swing with new eye bolts & carabiner clip. Motion to approve by Jessica, seconded by Katie, approved unanimously.
11. \$10,000 to build a shade structure for the pirate ship/treehouse. It will shade the slide & some of the deck, and have full and/or half rounds to match the existing structure. A draftsman will design, and the Perkins family would like to request a plaque for Nana & Papa Perkins to be placed on the structure. Gabby motioned to approve pending teacher's approval of final design, seconded by Stephanie, approved unanimously.
12. \$1000 for Teacher Ashley to install an art wall on the southwest corner of the shed. Motion to approve by Gabby, seconded by Stephanie, approved unanimously.
13. \$5,860 to repair & replace damaged siding on the schoolhouse, pressure wash & prep exterior, and paint the entire house including trim & doors. Director Jamie has the final decision of paint colors. Jamie wants to work w/Dave for the front sign" Motion to approve by Emilee, seconded by Stephanie, approved unanimously.

14. \$19,455 to acquire a re-roof permit and install a full new roof, including shingles & plumbing flashings, repairing & replacing damaged roof sheathing, replacing exterior fascia boards & eave material, and installing 6 low-profile roof vents. Director Jamie has the final decision of shingle choice. Motion to approve by JodieLee, seconded by Gabrielle, approved unanimously.
15. \$750 to install new bathroom fans/vents in both bathrooms. Motion to approve by Stephanie, seconded by Gabby, approved unanimously.
16. \$300 to replace the kitchen faucet. Motion to approve by Gabby, seconded by Emilee, approved unanimously.
17. \$1,795 for inside improvements to be decided by Director Jamie. Motion to approve by Emilee, seconded by Gabby, approved unanimously.
18. \$10,000 for the teachers summer break pay. This is to be split according to pay rates, and used as a bonus. Motion to approve by Emilee, seconded by Breanne, approved unanimously.
19. \$1,100 to replace 4 fluorescent lights & install low profile ceiling fans. Motion to approve by Gabby, seconded by Breanne, approved unanimously.
20. Jamie wants a farm/front porch style light on the sign.
21. Construction/landscaping projects will not start before 1:30pm, and work sites will be cleaned up before students arrive the following day.

X. Future Meeting Schedule & Adjournment

- A. Next meeting is set for Thurs Oct 19, 2023.
- B. Membership for the Espacio location is \$150/year
- C. Motion to adjourn made by JodieLee, seconded by Gabby, passed unanimously.