

# CLC Board Meeting — December 22, 2003

**Present:** Darlene Fink, Julie Danna, Linda Bergeman, Barbara Bliss, John Tucker, Beth Shirey

**Absent:** Heidi Fletcher

Attendees: Mark Toci, Pat Hunt, Kosta Dussias, Denise Kochersperger

The Board meeting was called to order at 7:25 P.M.

**Announcements:** None.

**Review minutes of the previous meeting.** September meeting minutes were reviewed. Barbara Bliss motioned for approval of the minutes, John Tucker seconded. Minutes were unanimously approved.

**Old Business:**

## COMMITTEE REPORTS

**Facilities Committee:** Kosta Dussias reports that there have been minor problems with the heating and/or wiring in the building. Problems are being attended to.

**Personnel Committee:** Salaries are set for the year and will not change. The staff should begin to look at the salary schedule for the 2004-2005 school in January. The Board has assigned the task of designing the next formula for salary determination to the staff. Monthly progress reports are to be made to the Board concerning the salary formula development. Staff should report to the Personnel Committee monthly.

**Governance Committee:** No new report.

**Finance Committee:** The Finance Committee discussed fundraising needs which were divided into two categories: \$10,000 or more or for a specific targeted need. Kosta will gather information on long term capital development. The committee is considering participating in a used printer cartridge fundraiser. InkBank.com provides postage prepaid packs for empty printer cartridges that get turned back in (profits range from \$1 to \$14). Various ideas for merchandising were discussed as well as classroom fundraiser ideas. A Krispy Kreme sale is scheduled for January 13. The Fundraising Committee should be the clearing house for classroom fundraising projects. It was also suggested that a fundraising schedule be developed.

**Library Committee:** Staff is considering applying for a Starbucks grant to support literacy. Sets of anthologies and/or high interest books would be purchased for the classrooms and the library. The hook in meeting grant priorities may be to support boys (we have a number enrolled this year) in literacy pursuits. Staff and the committee will refine their ideas and then meet with StarBucks to see if they support the initial ideas. The grant proposal is due August 1.

The recent book fair results were presented. The fair brought in \$992.40, but no profit was realized.

**Reports:**

**Business Manager Report**

The initial attorney review of the new CLC By-laws has a tentative approval. The attorney will finish the review over the next month.

### **ECO Report**

Pat's attention is focused on working with staff on supervisory issues, thinking about recruitment, and looking at data and alternate ways of presenting it. Kosta suggested that the Board take a look at security issues due to the townhouses being built. He also suggests we re-visit the after school program with attention paid to who is approved to pick children up. Kosta will begin looking at a keyed locking system for all doors.

### **New Business**

A sign proposal has been presented by Heidi Zimbler. She has offered to make a ceramic tiled sign for CLC as her gift to the school. The sign will have a wooden frame around the tiles which would be grouted into the frame. The sign should be completed in spring, 2004. Heidi Zimbler will attend the next Board meeting to share her ideas and to offer a mock-up of the sign. This sign is designed to face College Avenue.

John Tucker is working on a wood sign for the Bristol Avenue side of the school.

There is a nominal yearly fee for the sign permit payable to Ferguson Township. There is an additional cost involved for lighting. The Board is considering a 4 x 8 foot sign with six inch lettering. The total square feet can not exceed 32 square feet. CLC can have a sign on each side of the building.

Julie Danna requests to resign from the Board. Barbara Bliss motioned and John Tucker seconded. The vote was unanimously passed.

Beth Shirey is approved as a volunteer chair replacing Julie. Barbara motioned and John seconded. The vote was unanimous.

Denis Kochersberger was appointed as Julie's replacement as a staff representative to the Board with Donna Fischer as an alternate representative. Barbara motioned and John seconded. The vote was unanimous.

The Board is still looking for someone else to serve on the Board as a Community representative.

The meeting was adjourned at 8:56 P.M. The next scheduled meeting will be 1/28/03 at 7:00 P.M.