

## **Kinderhaven Parent Board Meeting 11/21/13**

Present: Sarah Lockhart, Suzanne Sands, Molly O'Neil, Penny Robbins, Chris Bjork, Emily Houlihan, Amie Marks, Jenny Mulliken, Nicole Phelan, Lisa Lersch, Sarah Steiner, Emily O'Brien

Absent: Julie Sommers, Tanner VanDusen

### **Giving Thanks & Fall Updates – Sarah**

- Sincere gratitude to everyone for all the work that is being done between meetings.
- Special thanks to Lisa for all of her work on the Fall Fundraising events.
- Parent nights for the Red and Blue classes have been well-received. Thank you to the generous hosts of these events (VanDusens, Ragsdales, and O'Briens).
- Please remember to keep records of all the work you are doing so they can easily be passed on to the next person who takes on your role. Timelines are particularly helpful for some roles.
- Board Compassion Project: We have been talking about the idea of doing a Board Compassion Project for a while. Sarah suggested doing a Halloween Costume Drive in September and distributing the costumes collected in Waukegan. Those present embraced the idea; and we will begin working on this project in the spring.
- The new preschool brochure was shared. It will be distributed to Real Estate offices in town via people with connections to Kinderhaven that work in those offices. Molly will also look into sharing them via the Chamber of Commerce.

### **Director's Update--Penny**

- Heartfelt gratitude was expressed for donations she will be bringing to the Washington, IL community. Money donated will be distributed directly to families in need.
- Fall Drop-In – 10 families attended which makes this our most well attended drop-in ever. Doing just one event seems to have been effective. Penny has also done 5 recent tours and has several more scheduled.
- Registration for NEW families will be online only this year. Penny is working closely with the office on this.
- Holiday Programs: 12/19 Purple is at 10:15 and Red is at 2:15; 12/20 Blue is at 10:30
- Penny is currently working on updating the photos in the large Kinderhaven Brochure put together last year.

### **Treasurer's Report – Amie**

- A summary of grant spending and account balances was shared.
- A PayPal Account has been set up connected to the Art Supply Prepaid Card we granted the teachers. Ms. Sindt will use this account as she sells surplus donations from family businesses discussed last month. The proceeds will then be used for additional art supply expenses.
- After a brief discussion, it was decided that we would support Dr. Robbins and Ms. Sindt in their effort to help those in Washington, IL by paying for the gas needed to deliver the donations made by our generous Kinderhaven community.
- Non-profit status for the Kinderhaven Parent Board was discussed. We plan on maintaining our strong and positive relationship with the Friends of Lake Forest Parks and Recreation while increasing our financial flexibility and simplifying our accounting by having our own non-profit status. There were concerns expressed that we need to make sure both the FLFPR and the

Recreation Department are kept in the loop throughout this process. This will be revisited at our January meeting.

#### **Friends of Lake Forest Parks and Recreation - Emily**

- Emily attended their most recent meeting.
- Sarah is going to be sitting on their PR committee to help them in trying to get more input from younger families.
- They are eager to have more parents with younger children involved in the work of their board.

#### **Survey & Fundraising Report – Lisa**

- The Pizza Night fundraiser brought in just under \$200.
- The Shopping Night event brought in just over \$300.
- Thank you to all who participated in these events.
- Martinis and Manicures is coming up on 12/11 from 6-8 PM at UB Nails. Paperless Post invites will be going out to all families. People attending will need to RSVP and pay in advance. Payment envelopes will be delivered to Kinderhaven mailboxes for each family.
- The Fall Survey went out on 11/18. There are 10 questions. Last year we asked for feedback about our new photographer. This year we are asking for feedback on the fall fundraising efforts in addition to the other nine questions we usually ask. It will close mid-December.

#### **PR Update – Molly**

- See Sarah's report above.
- We now have an annual membership to Chicago Parent. The Rec. Dept. has agreed to pay for it (\$200). It gives Kinderhaven a full page online about the school that can be updated by us whenever we like. It also gives us an opportunity to have our drop-ins and open houses highlighted on this site - most other area preschools are doing this as well.
- January Open House is our next event. Flyers will be posted, email will be sent to all families and the community boards will be used to get the word out.

#### **Kindershop Update – Chris**

- The committee has met.
- They are focusing on trying to get donations from people beyond the Kinderhaven parent community.
- To this end Core Power Yoga has agreed to let us put collection boxes in all their area studios.
- They are also going to be focusing on getting the word out in surrounding communities who may be interested in attending.

### **Upcoming Important Dates MARK YOUR CALENDAR**

**12/5 Blue Parent Night**

**12/11 Martinis & Manicures**

**12/19 Purple (10:15) & Red (2:15) Winter Programs**

**12/20 Blue (10:30) Winter Program**

**1/11 Kinderhaven Open House**

**1/16 NEXT Parent Board Meeting at CROYA**