



Treasure Village Montessori Board of Directors

April 18, 2017

Treasure Village Montessori School, Islamorada, FL

Board Members Present: Jack Vandelaar
Narelle Prew
Shawn Burchfield
Nancy Hull
Denise Cano
Rosie Donnelly
Charlie McKinnies
Jay Matz
Denise Cano

Board Members Absent: Jessica Reilly

Other Present: Kelly Mangel, Principal
Connie Chapell, Assistant Principal
Laura Guth, Finance Director

Meeting called to order: 4:36pm by Chairman, Jack Vandelaar
Quorum: Present

Public comment: 2017 SWOT Analysis Executive Summary presented by Charlotte Norris.

Meeting Minutes:

MOTION by Narelle Prew:

To approve minutes from March 28, 2017, meeting.

Seconded by Denise Cano and carried without dissent.

Financials:

MOTION by Charles McKinnies:

To approve March 2017 Financials Statements.

Seconded by Jay Matz and carried without dissent.

Review of Preliminary 2017-2018 budget -

VPK Teacher Salaries (line 5500.12) 03/28/17 paid to date is wrong, should be \$49,079.

Insurance (line 5100.23) decrease is essentially off-set by increase in Payroll (line 7500.39).

NonCap Comp (line 5100.644) increase is to purchase more computers for students.

Rent (line 7400.36) increase due to lease obligation of increase of 2-4% based on cost of living.

Garbage/H2O (line 7900.38) increase due to now paying for utilities in other building.

Board Business:

Review of Committees -

SAC, Fundraising, PTO, and Marketing & PR roles and responsibilities presented by board members & principal.

PTO for 2017-2018 school year -

MOTION by Rosie Donnelly:

Move to vote if the PTO should be a board committee under the Bylaws.

Seconded by Shawn Burchfield

VOTE 3 For; 5 Against; Outcome of vote - PTO, will not be a board committee under the Bylaws.

Delegation of duties: Officers & Committee chairs -

MOTION by Narelle Prew:

Move to determine who will be Officers & Chairs for 2017-2018 school year.

Seconded by Jay Matz and carried without dissent.

RESULTS:

2017-2018 Officers

Chair:	Jack Vandelaar
Vice-Chair:	Narelle Prew
Secretary:	Shawn Burchfield
Treasurer:	Charlie McKinnies

2017-2018 Chairs

Fundraising Chair:	Vacant
Marketing & Public Relations Chair:	Rosie Donnelly
School Advisory Chair:	Nancy Hull
Facilities Advisory Chair:	Jay Matz
Human Resources Chair:	Denise Cano

Review Bylaws -

Article IV, Section 7, Board of Directors - Annual Meeting

MOTION by Shawn Burchfield:

Move to accept changes on Amendment.

Seconded by Narelle Prew and carried without dissent.

Article V, Section 5, C, Officers - The Secretary

MOTION by Narelle Prew:

Move to accept changes on Amendment.

Seconded by Denise Cano and carried without dissent.

Article VII, Section 1, Contracts, Checks, Deposits and Drafts - Checks, Drafts or Orders

Section 1 - typo

MOTION by Narelle Prew:

Move to accept changes on Amendment.

Seconded by Nancy Hull and carried without dissent.

Section 2 – add second Board Office signature for amounts that exceed ten thousand dollars

MOTION by Narelle Prew:

Move to accept changes on Amendment.

Seconded by Nancy Hull and carried without dissent.

Transportation (9 & 14 passenger busses) -

Charles McKinnies presented financing interest rates (5-6%) and monthly payment (\$2,000 a month) for purchasing 2 passenger buses for the 2017-2018 school year.

MOTION by Rosie Donnelly:

Move to continue with obtaining financing to purchase buses.

Seconded by Narelle Prew and carried without dissent.

VOTE 9 For; 0 Against; Outcome of vote – continue moving forward with buses

ACTION ITEM for Charlie McKinnies - reach out to lenders for rates with down payments. All information to be presented at next Board meeting.

2017-2018 Calendar Review -

Change school start date to Tuesday, August 16th, same as Monroe County

Move ½ day in December from 12/20 to 12/22

Change 03/30 to a ½ day, same as Monroe County

Committee Reports:

Fundraising (Shawn Burchfield & Rosie Donnelly) - no new business.

PTO (Narelle Prew) -

Sign-ups for volunteers for SEAS event underway.

Spanish Club - will charge a minimal fee per student next year.

Facilities (Jay Matz) - will present subcontractor agreements for Brothers Painting & Dave Songer at next meeting. Principal asked Board about obtaining a line of credit in order to pay for the immediate problems that need to be fixed - roof, catwalk & painting.

ACTION ITEM for Charlie McKinnies - reach out to companies and research rates for a line of credit. All information to be presented at next Board meeting.

Human Resources (Denise Cano) - no new business.

SAC (Nancy Hull) - no new business.

Enrollment: 214 students enrolled

Staffing and Administration: 25 current - 1 workers comp

Adjourn meeting:

MOTION by Denise Cano:

Move to end meeting at 7:23pm.

Seconded by Charles McKinnies

Next Meeting: Tuesday, May 16, 2017

Minutes submitted by: Shawn Burchfield, Secretary