

**GLSA BOARD OF DIRECTORS**  
**Meeting Minutes**  
**September 11, 2006**

**In attendance:** Laura Streichert, Alan Rutherford, Jan Rowe, Sharon Miyata, Teresa Lennstrom, Christina Bachman, Stacy Zimmerman, Gayle Childers, Brandon Graham, Wolf Latsch.

The meeting began with introductions and review of the August minutes. The minutes were approved with one correction to add “two” to \$10,000 CDs. The email list will be updated by Anne and sent to everyone.

**Treasurers Report:** There was a net loss due to decreased income in August. September income will make up the difference by being higher. Kitchen and food were higher due to Parents Night Out. The net loss result brings the budget closer to the actual spent. Laura noted last year’s budget reflected a greater earning by design and that subsequent budgets will reflect a closer match to actual. Moneys were spent to upgrade MS Office software and Welcome Packets. Additionally, DSL required expense and a new cell phone was purchased.

**Director’s Report:** The CD’s were purchased as per last meeting’s direction. The banker advised getting bigger CDs stating there was no greater risk and would benefit by a higher rate of return. Stacey asked about mutual funds and will research this option. She will report back in the next few months.

Staffing-A question regarding bridging service for employees for benefits purposes. Teresa suggested calling ADP to inquire of an HR standard. Sharon suggested calling other day cares.

The daycare now balances the center by room-by-color rather than by grade. The number of kids per room is more equitable and appropriate for the age groups. The center is organized by Yellow – grades K-1, Blue – 1- 2/3, and Purple – 3-4/5. Enrollment is in flux at this time, which is expected.

**Old Business:** Director’s contract – Christina signed a contract for the year. An IRA was started for Christina and a rep will come to present details for setting up IRA’s for the remaining eligible staff.

Laura asked about a breakdown of the benefits budget. Sharon said the QuickBooks would show breakdown by vendor but won’t breakdown benefits by line item. Christina offered to show breakdown on as required basis.

Parsonage – Christina still needs to talk with Mike Lennstrom.

Disaster Shed – Christina talked with Mike. Mike wants it on the cement slab. Pastor Jan interjected that she has other wishes for the location and Christina asked that Jan

address the issue at the next Ad-Council meeting. Size requirements are either 7X7, 8X8 and secured.

The Relationship Document is still pending.

There was discussion regarding the Director's salary as a separate line item in the budget with regard to time allotted to administrative and childcare duties. Questions arose of whether this is a valuable tool, and should it be construed as doing "better business as an advanced organization". Included discussion on the value of breaking down fixed costs vs variable costs.

The director performance review document must be revised to include goals projected for 1) The Board and 2) The Director by next month.

**New business:** Christina cashed out the old vacation today. Future contracts with the director will reflect vacation time paid after the fact.

The next meeting will be October 9<sup>th</sup> at 18:00 (6PM).