

Submitted by Stacy Zimmerman

**Retirement plan:**

Stacy checked out TIAA-Cref as another option to the ADP IRA; TIAA provides a family of variable annuities only, no mutual funds or individual equities, as part of a 403(b) plan. There is a one-time-only start up fee of \$4000. This was considered by all as a) too high a cost and b) too limiting in options for staff, compared to an IRA with FidelityFunds.

**Performance based goals:**

Gayle and Kurt were unable to meet to research and/or develop goals for the Director's position; they will try again this month

**NEW BUSINESS:****GLUMC/GLSA relationship:**

Kathy brought up concerns about the need to look into formalizing the relationship between GLUMC and GLSA. Currently we have been working together based on a tradition of partnership dating to the inception of GLSA. Both currently share the same tax ID and some accounting, in addition to space. The United Methodist Church (UMC) wants its member churches to look at and select one of two options:

- a) "Shared ministry" wherein both entities share everything from tax ID to common philosophy and are more like partners. GLSA and GLUMC have a covenant.
- b) "Shared facility" wherein GLSA becomes a renter with a separate tax ID. The UMC has one stipulation for a "shared facility" relationship: GLSA must abide by UMC's social principles.

This brought up the question of just what do we share and what is separate? The board agreed that a discourse should occur. It was recommended that Wayne Lennstrom, as Trustee, work with Christina Gomez, of UMC, on developing a process to start looking into this and formalizing it.

**Child safety policy:**

Christina will work on wording for the next meeting to create a stronger policy, in line with UMC procedure. This will probably entail having a minimum of 2 staff present at all times, and having staff use separate restroom facilities. Currently, staff uses the upstairs bathroom whenever kids are present; there is only one staff early in the morning, and this will be difficult to change. All staff have had background checks and referrals.

**Profitability:**

Christina may look into ways to use Excel to project what GLSA income will be based on the enrollment numbers and how the changes in enrollment stats affect income. She may possibly take a class on Excel.

**Kurt** will be retiring from the GLSA board effective June 06, as his last GLES child will graduate to middle school. Thanks, Kurt, for your years of support!

Meeting adjourned at 7:40pm

**GLSA BOARD OF DIRECTORS  
MEETING MINUTES, FEBRUARY 13, 2006**

**Present:** Kathy Neary, Laura Streichert, Stacy Zimmerman, Anne Donegan, Christina Bachman, Sharon Miyata, Sharon Diel, Kurt Sahl, Brandon Graham, Nancy Bird, Alan Rutherford

**Treasurer's Report (Sharon M):**

We were budgeted to lose (\$2682), but actually gained \$909 for January '06. We had some unanticipated expenses, such as the purchase of a new refrigerator. This was listed under "Uncategorized Expenses" however it will be moved to the "Equipment" line in the budget.

The current budgeting system is more accurate and in line with actual expenses than the past couple of years

**Director's Report (Christina):**

GLSA spent \$466 on food/supplies for the Hurricane Katrina benefit dinner; a total of \$452 was raised and donated to the American Red Cross.

Christina would like to spend approximately \$3600 on various items currently needed by GLSA: a new freezer, two new sofas, new curricula, a game cabinet and manipulables, plus a science station. Additionally, higher-than-budgeted raises for staff were broached, to be discussed in depth next month. At issue: several long-term employees are currently making less than \$10/hr and should be closer to \$11/hr to be on par with other area programs.

Christina discovered that she had been overpaid almost \$5000 due to misstatement of her pay vs. pay periods per year. She discovered this last September and has been paying it back via reducing her pay. It was noted that, had we had accounting procedures in place, she would have known to tell ADP to break down her salary by pay periods rather than months.

**OLD BUSINESS:**

**Lighting project:**

Christina and Mike Lennstrom (GLUMC Trustee) have worked on gathering bids; the final selection has been made to complete the lighting/ceiling/grid/sprinkler project in the Big Room. Cost will be \$13053, including permits.

**Audit needs:**

Christina talked with some financial folks and the consensus was that we are not ready for a true audit. We first need to hire an accounting consultant to help us get our internal controls in order so that we're able to do an audit or internal check on our finances. She will continue look into this.