

Staff benefits: Our current policy is to offer staff no vacation time whatsoever if they do not work at least 25 hours a week. GLSA has some staff who stay for several years and experienced staff are very valuable to us. Christina suggested a change in policy to say after two years a staff member could take a weeks vacation at the number of hours they normally work. It would make very little difference financially because they are likely to have 10 to 15 hours per week (AM only or PM only schedules). The board agreed, therefore she will write something up for the staff handbook to allow for a week's vacation after 2 years' service. This will apply currently to Jaimee and Rena, and will give each of them 15 hours/week vacation time.

**Old Business:**

**GLSA/GLUMC relationship:**

We are waiting for the church to define its mission/vision before GLSA can proceed to work with the church on determining whether we become officially an outreach program of GLUMC or become a separate legal entity.

The Church is still looking into the direction they'd like to go re GLSA's relationship, therefore GLSA will proceed with a couple of more urgent matters. First, Christina will confirm that insurance has been updated to reflect the larger number of kids enrolled now, to provide better coverage. Second, the board will pursue IRA benefits via ADP.

Alan will talk with Tim about a Memorandum of Agreement arrangement. Christina will address the issues of taxes and maintenance costs.

**OTHER:**

Anne Donegan was approached by two families regarding GLSA's policy of closing for two days after school ends before opening the following Monday for the start of its summer program. This closure causes a hardship for parents who rely on GLSA for their childcare needs, particularly younger families who are not as plugged into the various childcare avenues available. Christina stated that this closure is very necessary to the staff to have sufficient time to convert the whole area to the summer configuration and provide training to everyone. It was suggested that we provide a list of alternative programs next year, in early spring when there are openings for those days.

We bid a fond farewell to Kathy Neary, who leaves shortly for Eastern Washington and her new position, and to Kurt Sahl who leaves for middle school after many years of service to GLSA and Green Lake School. Thanks to both of you for your support—you'll be missed!

The next meeting will be on August 14, 2006.

Meeting adjourned at 7:50pm

**GLSA BOARD OF DIRECTORS  
MEETING MINUTES  
JUNE 12, 2006**

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

**Treasurer's Report: Christina for Sharon Miyata**

We budgeted to gain \$3,178, but realized \$2,628.81, a budget shortfall of \$549.19. This was due primarily to a) increased curriculum costs, which Christina paid for in May rather than June, anticipating a shortfall due to the pro-rated billing in June and b) increased benefits as Bekah's health insurance has kicked in. (She has given her notice, however, so this will only show up another month).

**Audit:** The audit was conducted on May 25 and 31, 2006, by Tim Nelson, Chair, GLUMC Finance Committee, with Sharon Miyata, Anne Donegan, Gayle Childers, and Christina Bachman. Records were audited; please refer to Tim's report, attached.

Tim and Christina discussed using a program to keep payment logs. She is signed up for a Quickbooks class over the summer for that very purpose (to see if that is feasible for us). If not we can look into other software programs.

The next step is to find someone who can help us set up internal controls and set up a plan for yearly audits. Christina will check out the options.

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

Emergency drills were completed successfully. We will conduct them again, possibly in September when all our new families are around

**Financial:** We are going to exceed the curriculum budget this month. Mike asked to buy some new outdoor and big room equipment

**CDs:** if we convert an additional \$20,000 (out of checking) into a relatively short-term CD, we should look at maximizing our return by changing the existing CDs to longer terms, making all CDs mature on a rolling basis to make funds available should we need them

**Summer and fall numbers:** We are full for fall and now full on some summer days the average is about 45 children per day (we are full at 50) and we are still having lots of registrations come in.

**Staffing:** Bekah has given her notice so will not be staying on for summer. One new fulltime staff and two extra subs will be hired for summer to ensure that things go smoothly.