

SMALL WORLD INC.
OF NEW GLARUS

Meeting Minutes

A. CALL TO ORDER

A meeting of **Small World, Inc. of New Glarus** was held 1/22/2020. The meeting was called to order by Monica Miling at 6:18 PM. The agenda for the meeting was posted at the Small World main site, Kid's World site and on the website.

Board Member Attendees present: Trisha Pernot, Courtney Zwick, Keeley Welsh, Monica Miling, Adrian Bredeson, Kristin Kahl, Heather Lindner-Thornton, and Matt Anfang. Breanne Parr joined by phone.

Board Members absent: Megan Reading

Small World Inc. of New Glarus staff present: Patricia Bump, Beth Buntrock

B. APPROVAL OF MINUTES

Monica Miling motioned to approve minutes from the meetings on 12/18/2019 and 1/07/2020 and the electronic vote from 1/09/2020. Second by Courtney Zwick. All attending members in favor. Motion carried.

C. SMALL WORLD/ KIDS WORLD REPORTS

Programming and Enrollment

1. Patricia Bump and Beth Buntrock provided the board with an overview of enrollment for each site.
2. The current focus is hiring lead teachers
3. Managers are working on getting all teachers on the registry and updating statuses of current registry members.
4. Considering UW childhood conferences

Other reports - none noted.

D. COMMITTEE REPORTS

Financial Committee

1. Financial committee met 1/19/2020 and provided a summary report of their meeting
2. December month end financial report showed profit.
3. The Board of Directors considered outsourcing payroll and discussed the benefits vs. drawbacks of this. Ultimately, it was decided to not proceed with this option.

Social Committee

1. Spring fundraiser set for April 11, 2020 - food order has been placed.
2. Other reports - none noted

Building & Grounds Committee

1. Did not meet
2. Adrian Bredeson requested the committee to consider a monitor system for the upstairs classroom and also a new gate on the stairs.
3. Considering possible spring cleaning dates
4. The Board of Directors requested Kristin Kahl and Megan Reading contact the Pecatonica school district superintendent and seek a meeting time to discuss any childcare needs they still have.
5. Other reports - none noted

Nominating Committee

1. Did not meet
2. Beth Buntrock will add notice of Board of Directors vacancy to her next newsletter to KW families with hopes of recruiting for the open seat.

Program Committee

1. Did not meet

Public Relations Committee

1. Did not meet
2. Small World, Inc. logo-wear is being ordered in the next month to ensure delivery before the spring fundraiser.

Executive Committee

1. Did not meet.

E. EMPLOYEE HEALTH BENEFITS

Heather Linder-Thornton created a survey that will be sent to all employees seeking more information about their needs/ wants regarding health benefits.

F. SMALL WORLD, INC. LICENSURE

1. Trisha Pernot motioned to approve family handbook changes as outlined. Adrian Bredeson seconded the motion. All attending members voted in approval. Motion carried.
2. Kristin Kahl motioned to approve employee handbook changes as outlined. Monica Miling seconded the motion. All attending members voted in approval. Motion carried.
3. With handbooks updated, the Small World, Inc. licensure packet will be finalized and sent 1/27/2020.

G. PUBLIC COMMENT

None

H. OPEN AGENDA

1. Hiring for Executive Director Position
 - a. Discussion regarding updating job description and job posting - hiring committee to finalize
 - b. Hiring committee to include: Monica Miling, Courtney Zwick, Trisha Pernot, Kristin Kahl (tentative), Megan Reading (tentative)

I. CLOSED SESSION (PER SMALL WORLD, INC. BYLAWS ARTICLE IV, SECTION 9)

The board (only) entered into closed session at 9:26 PM to discuss confidential matters. At 9:34 PM the board returned to open session and Beth Buntrock and Patricia Bump rejoined the meeting.

J. ADJOURNMENT

Being that there were no further items for discussion, Matt Anfang voted to adjourn the meeting at 9:45 PM. Second by Courtney Zwick. All attending members approved. Motion carried.

Respectfully Submitted,
Keeley Welsh, Secretary



2/26/2020

SECRETARY

DATE OF APPROVAL