UMSI Board Meeting

September , 2022 7pm

# Board Members Present:

* [Mark Nardo](mailto:nardom@myips.org)
* Kathy Lause
* Katie Gerdts
* Teresa Heaverin
* Laurie Stockton-Moreno
* [Greg Brubaker](mailto:gregorycbrubaker@gmail.com)
* Ines Oldenburg
* Tiffany Fennig
* Jess Davis

# Opening

* Mark reads the UMSI Mission Statement.
  + **Mission Statement:** With integrity, United Montessori Schools of Indiana fosters a community that supports, unifies, and advocates for the advancement of Montessori education.

# Treasurer’s Report

* Kathy will send Quickbooks reports with minutes
  + One account has been closed to avoid low balance fees. We now have only one account., with about $7000.
  + Reimbursements to those impacted by Fundamentals cancelations have been processed.
* Mark mentions that he and Carolyn are working with Dekko to possibly qualify for $1500 additional funds for showing growth!

# General Items-Tabled until next meeting

# Committee Updates

* Professional Development
  + Fall Conference
    - We discuss the need to make a profit and finding the “break even” number of registrations. Mark says it’s possible we would need to consider canceling or postponing if we get under 50 registrations.
    - Kathy discusses the need to find out whether there’s a spreadsheet with all the registrations and Jess wonders if they are getting automatic confirmations or if we need to send them.
      * Laurie will find out where the info is going and let Kathy know. Kathy will follow up with Ines and Ines and Greg will take point on registrations.
    - Laurie mentions there are seven volunteers, and we discuss jobs such as registration, directing, technology, etc.
    - We discuss meal logistics, and Laurie suggests we have the caterers label boxes with names. This will address any late registrations (that miss the cut-off for meals) and match people with what they ordered.
    - Exit survey?
    - We discuss raffling free memberships or conference entries, perhaps at lunch and perhaps
    - Kathy asks if the keynote speaker needs a ride to and from the venue. Mark says she’s driving and probably won’t, but he will mention it. Kathy adds that the room is booked and paid for, and Mark says the contract is signed.
    - Laurie will be transporting Priscilla Spears to and from the Ft. Wayne airport.
    - Katie mentions that some presenters have questions, and offers to send a general info email and a google form link to collect information on lunch choices, etc. for presenters.
    - We set another conference meeting for October 9th at 7pm. Jess will send Mark login information.
    - We agree that we need to send a Google Form closer to time to registrants to have them pick sessions, so that we can let presenters know how many attendees to expect.
    - Tiffany asks about scheduling who will be presenting at which times. Laurie mentions we need numbers of registrations first, and Kathy agrees this gets done very close to the conference day.
    - Katie will make the conference our “story” on Facebook and Instagram. Laurie will have Trine team send emails every Tuesday and Friday.
    - We all need to ask the schools we know to send out the conference information, and any other venues that might generate interest.
* Validation
  + Ines mentions that Community Montessori is getting validated and is a long drive for many of the verifiers, and they need hotel accommodations. Ines proposes asking Community to pay for the hotels. Everyone agrees we should ask, but we discuss what we would do if they feel they can’t pay.
    - UMSI cannot take on this cost.
    - Teresa suggests we look at people who live close to Community, but are actually located in Kentucky. The Validation handbook does not require verifiers be from Indiana.

## Other Business

* Mark has been talking to Kim Davidson at Oak Farm about other funding methods such as fundraisers and sponsors. She will come and talk to the board more about this (perhaps in January).

**Next BOD meetings: – Dates/Times**

***Need to set next meetings***

***Nov 20, 2022***