

UMSI Board Meeting

November 15, 2020 7pm

Board Members and Staff Present:

- Carolyn Case
- Mark Nardo
- Jess Davis
- Kathy Lause
- Ines Oldenburg
- Erika Eicholz

Other Community Members Present:

- Greg Brubaker (Lawyer, Parent at Oak Farm)

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.

Board Vacancy and Onboarding

- Tara and Nancy have resigned. Vyju is officially off the board as an official Board Member, but is willing to advise. Jamie is the new VP.
- We need to recruit some new board members. Greg may be interested and Carolyn mentioned Katie Gerds and Teresa Torres may also be interested.
- We hope to finalize a slate for an annual meeting in January. We will need to approve the slate by email to get it out to membership for vote at the annual meeting. Governance Committee needs to meet to create slate.

Treasurer's Report

- Kathy will send Quickbooks reports to go out with minutes.
 - Small income from membership fees.
 - We need to generate more revenue.
 - Reiterates that canceling the conference was a good call this year.
- Vote on Finance Committee Charter
 - After much discussion, Jess moves that Finance Committee work be absorbed into the Executive Committee, and the Board Manual be updated to reflect these responsibilities.

- Mark seconded the motion.
- Approved unanimously.
- Jess will update board manual and send out.

Executive Director Report

- See October report
- Montessori Homecoming Week
 - 15 participants at Absorbent Mind and Wine
 - Fun and easy to do, so perhaps keep as a tradition as a lead up to future conferences.
- Membership
 - Temporarily, Carolyn will be a one-person membership committee until we replace board members and can build this committee up.
 - Carolyn's going to use a new software to help manage memberships.
- Grants
 - New grant cycles will start in February/March

Other Committee Updates

Advocacy Committee

- Vote on Charter
 - Mark motions to adopt the charter as written, Kathy seconds, passes unanimously.

Validation Committee

- Application Expiration questions
 - Board agrees that 1 calendar year is a reasonable expiration window for applications
- Updates
 - Uploaded historical records for validated schools

Governance Committee

- Nominations for the board need emailed to Carolyn in the next week or so. The nominees should have already shown interest and had contact with an UMSI board member, and should have served on at least one UMSI committee.

Other Business

- Creation of a committees calendar
 - Carolyn is creating and will share; committees need to schedule their meetings in the “off months” from BOD meetings.
- Revenue Brainstorm
 - Grant cycles; possible CARES act
 - Parent classes?

Next meeting: – Dates/Times

January 24, 2021

March 21, 2021

May 16, 2021

July 18, 2021

Meeting adjourn – 8:03 PM

UNITED MONTESSORI SCHOOLS OF INDIANA

BALANCE SHEET

As of November 15, 2020

| | TOTAL |
|-------------------------------------|----------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| BUSINESS CLASSIC (9905) | 11,310.93 |
| TOTAL BUS CHK (3296) | 12,720.77 |
| Total Bank Accounts | \$24,031.70 |
| Other Current Assets | |
| Uncategorized Asset | -16,095.00 |
| Total Other Current Assets | \$ -16,095.00 |
| Total Current Assets | \$7,936.70 |
| TOTAL ASSETS | \$7,936.70 |
| LIABILITIES AND EQUITY | |
| Total Liabilities | |
| Equity | |
| Opening Balance Equity | 28,748.03 |
| Owner's Pay & Personal Expenses | -44.34 |
| Retained Earnings | -13,682.30 |
| Net Income | -7,084.69 |
| Total Equity | \$7,936.70 |
| TOTAL LIABILITIES AND EQUITY | \$7,936.70 |

UNITED MONTESSORI SCHOOLS OF INDIANA

PROFIT AND LOSS

January 1 - November 15, 2020

| | TOTAL |
|----------------------------|---------------------|
| Income | |
| GRANT | 15,000.00 |
| Sales | 7,626.64 |
| Total Income | \$22,626.64 |
| GROSS PROFIT | \$22,626.64 |
| Expenses | |
| Advertising & Marketing | 570.00 |
| Advertising/Promotional | 732.00 |
| Bank Charges & Fees | 54.00 |
| Contractors | 27,423.00 |
| Meals & Entertainment | 454.45 |
| Office Supplies & Software | 406.88 |
| Taxes & Licenses | 71.00 |
| Total Expenses | \$29,711.33 |
| NET INCOME | \$ -7,084.69 |