

UMSI Board Meeting

February 23, 2020 7pm

Board Members and Staff Present:

- Carolyn Case
- Mark Nardo
- Jess Davis
- Tara Franke
- Tiffany Fennig
- Jamie Sellhorn
- Kathy Lause
- Ines Oldenburg
- Vyju Kadambi
- Nancy Bradtmiller

Other Community Members Present:

- Erika Eicholz

Mark reads UMSI Mission Statement.

Treasurer's Report

- Kathy will send Quickbooks balance sheet
- Paid last IYI bill
- Made transfer between accounts to allow payment to Carolyn
- Kathy will be working with Quinn McAvoy from Bloomington Montessori; Quinn will join Finance Committee
- Kathy's balance sheet is a PDF, and will be combined with minutes as one PDF for the website (per Carolyn).

IYI Strategic Plan Wrap-Up

- IYI has turned over final product; it is still editable as needed.
- We discuss how often strategic plans need revisited/updated. We discuss monthly updates and the possibility of an annual report on progress/revisions.
- Dekko will want a copy of the final version of the strategic plan.
- Vyju mentions that the board member list needs updated already.

- Nancy mentions an annual report could be available at the conference, and a copy could be on the website.
- We propose “Strategic Plan Updates” be a monthly standing agenda item.
- It is proposed that each strategic plan committee come up with a timeline by the April meeting. Jess will send a template that may be helpful. These can be submitted and inform the year-long meeting agenda.
- Mark solicits feedback for IYI (such as customer satisfaction). Board members mention they used our time well, kept us on track, and worked hard to get to know our organization.
- Nancy expresses interest in marketing workshops she has heard good things about from IYI, and Mark will learn more at his upcoming meeting with them.
- Tiffany mentions that her name still needs added to the social justice strategic plan goal. Erika also needs added to Validation, and Ines needs added as a board member.
- Carolyn will be the “holder” of the Word version of the strategic plan (for editing), and will be able to send out PDFs as needed.
- Jamie mentions she’s still working on communication around insurance. Conference insurance contact is suggested by Kathy, and she will share with Jamie directly.

Operation Manager Report

- **INAEYC Conference**
 - In Indy on May 8-9 (later than usual); it has been successful for UMSI in the past and drawn non-Montessori attendees to our conference. Carolyn proposes UMSI has a booth again. Registration is not open yet, but she is hoping to get Board approval in advance.
 - Carolyn will make a “What is Montessori” handout.
 - Carolyn says it was under \$100. Board votes to register for a booth unanimously.
- **Cincinnati conference**
 - Cincinnati reached out and offered UMSI a complimentary booth on March 21. Carolyn is going to go. Jamie mentions she can help because she will be there, and Tiffany mentions she might be able to join. This usually comes with 2 registrations, and Carolyn will check on this.
- **Open Road Tour**
 - Carolyn has several schools scheduled for dates in March and April.
 - Kathy mentions she will visit some schools (Children’s Habitat, 56, Geist, and Oxford St.), and Carolyn says let her know when we’re going to visit schools and she will send us a template of questions, etc. This was also attached to a previous email.
 - Erika and Carolyn will touch base about Erika possibly taking care of one of the visits.
 - Mark offers to do some schools as well.

- Goals are to promote the school on FB and promote membership and sponsorships. Carolyn will also take Validation project information. Carolyn discusses collecting 2 photos for each location, as well.
- Mark mentions a new Montessori school opening: Peanut Montessori in Broad Ripple.
- **Summer Training**
 - Carolyn asks about nailing down dates and locations for summer training.
 - We need an Indy location and Mark proposes the week of July 21-24.
 - Carolyn proposes we do not buy a lunch for summer training, to save money. Board members agree and suggest just providing water/coffee. Perhaps also a little breakfast could be provided the first day. We discuss NOT offering water in bottles, for the environment. Perhaps dispensers, pitchers, etc.
 - Site ideas: Mark and Kathy both will get back to Carolyn, but it may not work out at their schools this year.
 - Vyju asks about Westfield. Erika will check on this. Vyju mentions needing at least one classroom of each level.
- **Fall Conference Keynote Speaker**
 - Carolyn has not been able to find a speaker available, desirable, and in our budget. Some speakers are not interested in “competing” for the keynote.
 - Jess suggests Crossroads (ABAR training company) as a contact.

Other Business

- **Montessori Education Week**
 - Carolyn has communicated back and forth with the governor’s office, and she was given a denial. They were not able to provide more information on why, but said she should try again next year.
- **Updated Committee List**
 - Carolyn mentions she will create this.

Next meetings 7pm on:

- March 22
- April 19
- May17