

LCEFC/RMDS Board Minutes  
Thursday, September 9, 2010  
1921 Youngfield St.  
Golden, CO 80401  
APPROVED

Present: Christine Pendley (Board President)  
David Wilcox (Board Vice President)  
Anne Marie Baer (Community Representative)  
Lara Balczarck (Educational Representative)  
Ryan Commerson (Community Representative)  
Lisa Hann (Educational Representative) arrived at 8:20 pm  
Kelly Baldwin (Staff Representative)  
Mary Cregan (Staff Representative)

Guests: Nancy Bridenbaugh, Alison Talbert

Interpreters: Lynda Rimmel and Kirk Neuroth

Preliminary:

Meeting called to order at 6:07 pm.  
Overview of Agenda – no changes  
Approval of Minutes - none

Public Comments:

Rob Gerck submitted his letter of resignation dated August 31, 2010. Rob was serving as Treasurer so a board member will need to take over that position. Ryan Commerson offered if no one else is interested.

Mary Cregan has been elected as the new Staff Representative. From the Faculty Council, no other staff members felt they could make the commitment to attend the board meetings so Mary was elected to represent the non-teaching staff. Chris Pendley asked for the Faculty Council to submit a letter stating this.

Reports:

Search Committee Report/ Search Committee Budget – The committee has been given the task of researching different job posting sites in order to gather details and cost. Job descriptions have been compared and the committee has agreed to the format of the job description. Nancy Bridenbaugh will type up the job description and pass that information on to Ryan Commerson who will format it and get it ready for posting. The next meeting will be Sept. 15, 4:00pm. The request for funds in order to post the job online is on hold until more concrete numbers can be given. Discussion is ongoing regarding volunteers who would like to be on both the Search Committee and the Interview Committee.

SODA/CODA's at RMDS – Nancy Bridenbaugh, Laura Balczarek, Lisa Haan and Jennifer McLellan had a meeting today but feel they are unable to come up with a quick answer. A meeting will be set up with Bill Bethke to go over the legalities. A report will be given back at the Sept. 30<sup>th</sup> meeting.

### 2010-11 Budget:

Alison gave an overview of the budget and the basics of how it works. Fund Raising and grant writing is needed to help offset the budget. The current budget included a need of 11.5 additional students to balance the budget. Hopefully we will be able to add four new students before Oct. 1<sup>st</sup>. Alison recommends placing a hold on the salary increase and unnecessary expenditures until rates and student count is confirmed. The Learning Center (LC) budget is based solely on the students enrolled in the LC. The preschool students are under the RMDS budget because they are 3 & 4 years old. These students attend the classroom in the morning then attend the LC in the afternoon (afternoon time paid by parents). If the LC continues as is, it will be in a deficit of \$14,000-\$15,000. The LC will be reviewed again in October in order to see if more students are recruited. In the meantime, an emphasis of advertising the LC will be done.

### Clerc/Building Fund Report:

The LCECF, Clerc Fund, Report is being presented based on the bank's most recent statement balance. The Clerc Fund and the Building Fund each have raffle accounts that cannot be used. Each of those accounts has \$100.00 in them. It is suggested we close the two raffle accounts and deposit the money back into the accounts they were drawn from. Bill Bethke advised Chris that the Building Fund money can be a separate line item in the Clerc Fund; however it has to be clearly marked and clearly used for the purpose intended.

**David Wilcox moves that the raffle and money market accounts be closed.  
Ann Marie seconds. All in favor. Discussion none.**

### Spring Benefit Money for Purchase of Elmos:

Alison reports that it would cost approximately \$2380.00 to purchase two Elmos and projectors.

**David Wilcox moves that we approve the expenditure for two Elmos and projectors and any related costs of the items for the school. Ann Marie seconds. Discussion none. All in favor.**

### Fundraiser Schedule:

This discussion will be tabled unto Sept. 30<sup>th</sup> in order for board members to gather and bring new ideas to the table.

### Interview Committee Guidelines:

Bill Bethke has advised Nancy that the job position has to be advertised properly and fairly; that all will be invited to apply. Bill will send the guidelines and more information for what is correct in recruiting and advertising for a position. Table discussion for the Sept. 30<sup>th</sup>.

In closing, Ryan Commerson requested a board retreat be scheduled in order for new board members to understand where the history, process, etc. Sept 30<sup>th</sup> we will discuss scheduling a date for a retreat. It was suggested the building team be included as well in order to be able to discuss the building.

Meeting adjourned at 9:25 pm.