

May Sands Montessori School
1400 United Street, #110 Key West, Florida 33040
Meeting Minutes: MSMS Board of Directors
January 14, 2019

Present: Lynn Barras, Principal; Melissa Trader, President; Rob Hardman, Treasurer; Patrick Rice, Secretary; Kristen Winters, Board Member; Eric Dickstein; Board Member; Colleen Dunne, Board Member;

Absent: Susanne East-Brooke; Vice President; Jen Stefanacci, Board Member; Kelly Norman, Board Member; Amy Stotts, Parent Liaison

Community Member: none

Meeting called to order: 5:35 PM

Motion to Approve Agenda:

- moved; 2nd
- Unanimous approval

Program Reports;

- Ms. Kristin (Lower Elementary)
 - Doing great
 - Still recovering from Winter Break
 - Cont. invertebrate study
 - Cont. Antarctica
 - Teaching sign language
- Ms. Jennifer
 - Upper Elementary
 - Letters to Publix HQ about Plastic
 - Discussed Literary Seminar
- Ms. Lindsey
 - 4th grade
 - Heredity and reproduction
 - Learning about metamorphosis
 - 5th grade
 - Human body
 - Solids and liquids and gases
 - 6th grade
 - Still covering solar systems
 - Everglades field trip
 - 7th & 8th grade
 - Learning about ecosystems
 - Regional STEM Fair
 - Sending a couple students
 - Everglades Coalition Conference

- Gov. DeSantis outlined plan for Everglades

Presidents Report:

- Need action items for Board Retreat
 - Melissa moved; Rob 2nd
 - Unanimous approval
- Discussed amendments to the Bylaws
 - Need to amend #22 and #26
 - Discussed sealing minutes for sensitive to paragraph #19
 - Amended the minutes immediately
 - Melissa Moved; 2nd by Colleen and Kristen to accept as amended
 - Unanimous approval

Secretary's Report (Patrick):

- Nov. minutes
 - Melissa Motion; Kristen 2nd
 - Unanimous approval
- Special meeting in Dec. 1, 2018
 - Motion to seal the minutes
 - Melissa motioned; Colleen 2nd
 - Unanimous approval

Treasurer's Report (Rob):

- Nothing notable
- Discussed process of Treasurer's Report
- Melissa moved; 2nd Patrick
- Unanimous approval

Principal's Report (Lynn):

- Discussed Finance Committee meetings
 - To reallocate within the current budget
 - Discussed how to allocate A+ funding
 - Materials
 - Professional development
- Discussed enrollment
 - Currently down from 129 to 125 students
- Discussed ways to increase Corp member support
 - See Fundraising Committee below

Committee Reports:

- Discussed a plan to convey and increase parent mandatory participation on Committees
 - Once bylaws are passed
 - Each committee chair that requests additional help will give a 2 minute presentation about the value of the specific committees
 - Corporation membership will be required to sign up for a committee
- PR Committee

- Nothing to Report
- Fundraising Committee
 - Discussed ways to increase Corp member support
 - Committee participation
 - Financial contributions
 - Gala participation
 - Suggested ways to increase supplies funding
 - Discussed ways to incentivize participation
 - Discussed Moxiberries process
 - Discussed Argo Navis (65' Luxury Catamaran) donation for a sunset cruise fundraiser. P. Rice will reach out to owner to facilitate the process.
 - Target April 2019
- Staffing Committee
 - Nothing to report
- Planning and Development
 - Nothing to report
- Bylaws Committee
 - Amendments added and bylaws voted and approved by the Board
- Grants committee
 - Nothing to report

Good of the Order:

- Nothing to report

Parent Report (Amy)

- Nothing to report

Citizen Input

- None

Meeting schedule

- **Next meeting:**
 - Thursday Feb. 28th at 5:30 PM

Motion to adjourn:

- Rob Motioned; Patrick 2nd
- Unanimous approval
- Adjourned at 7:20 PM

MSMS Board Secretary, Patrick Rice