



202 W. Illinois | P.O. Box 394 | Highland, KS 66035

BOARD MINUTES 8.7.23

1. Opening Prayer - Ben prayed
Meeting called to order at 7:05 pm
Board Members Present - Bruce, Amy, Matt, Ben, Whitney, Casey, Missy
Dana was absent
2. Approval of previous board minutes (8/2/23) - Not all board members had access to board minutes. Ben will send via email and board will review and approve next time.
3. Old Business
 - a. Staff Concerns & Proposed Resolution(s)
 - i. Date for Professional Development Day- Possible weekends? What does this look like? Training, professional development, ways to engage children. Casey volunteered to organize. Matt suggested getting employee input. Missy: come up with ideas for new activities, creative curriculum. Casey will help with that. Dates? Either August 26th or September 9th 8am-12pm. Call it "Doniphan Darlings Retreat" - incorporate team building. Incorporate staff survey at the end.
 1. Amy moved to approve staff development day and pay each attending staff member \$100 cash stipend. Casey seconded, motion carried.
 - ii. Missy advised duties a struggle without a cook. Should we advertise for a cook position? Missy said it would be great to have a dedicated cook.
 - iii. Individual staff meetings? Survey at development day should include opportunity for employees to provide anonymous feedback. Skip individual meetings unless specifically requested by staff members.
 - iv. Exit interviews - general consensus is to conduct exit interviews by Dana Clary and Ben Gilmore. Matt motioned to approve, Amy seconded, motion carried.
 - v. Video review
 - b. Pest control update - no problems in last day and a half. If problem comes back. Get ahold of a professional pest control person. Bruce and Missy will monitor and let us know if anything needs to be done.
 - c. Fee Changes
 - i. Approval of rates - Drop-in rate \$10/hr, minimum 3 hrs for \$30, or \$55 for whole day, regardless of age, if space available. Will need to update parent handbook. Matt motioned to approved new rates, Casey seconded, motioned. Ben will update handbook.
 - ii. Approval of letter to parents/guardians - Matt motioned to approve letter after updates, Casey seconded, motion carried.
4. New Business



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- a. Consultative Services/Training - talk to Carrie Sowers with Atchison Childcare Associates about consultative services. Wait to see what staff surveys show. Could Missy go to Atchison to observe them as well? Casey will reach out to Carrie to see if she is interested before moving forward.

5. Adjourn - Amy motioned to adjourn and Whitney seconded at 8:59 pm motion carried.