

TTMS Board of Trustees
Meeting Minutes: Monday, November 8, 2021

Present (via Zoom): Nathan Riordan, Eric Aasness, Meghan Mull, Jodi Ryznar, Teresa Rao, Ken Hanks, Sven-Erik Nielsen, Jami Sweeney

Absent:

Guests: Guests joined via Zoom

Visitor Comments

Sawyer has a super cute baby in attendance.

Estelle asks how the school is doing financially. This will be covered in the Board Finance committee report out.

Approve Consent Agenda

Motion: Meghan moves to approve the consent agenda. Eric seconds; No discussion; All vote in favor. Motion passes.

Director's Report/Q&A (Jami)

Enrollment: Current enrollment numbers by level

- Toddler 28, Waitlist of 65
- Primary 97, Waitlist of 37
- Elementary 50, Waitlist at lower elementary of 11
- Total 175: 12 transition into Primary in around first of the year

Staffing is thin at this time:

- A lot of absence due to life circumstances, we are calling all of the options to fill spots and running at a deficit for support on many days.
- Having a very difficult time finding interviewees, let alone folks to hire.
- If you know of anyone looking for meaningful work let us know.

Budget

- Budget looks solid due to open positions
- No major expenses nor anything anticipated

Other Items Worth Noting

- Working on setting up a vaccine location at the school. Waiting on Bartell to get us the permission for liabilities. Sawyer mentions that vaccines have been ordered but we are waiting on a specific date.
- Stone Soup will happen
- Folks are working at their potential and are looking forward to the break.

Board & Standing Committees Update

Finance Committee (Eric):

- The Committee meets every third Thursday of each month
- Balances: cash in bank \$971,233
- No unexpected expenses

- October saw a loss of \$64,662.
- Our first PPP loan was forgiven in the amount of \$35,9614. In addition, one more is in the process for forgiveness to the amount of approximately \$347,000ish; we are currently in the vetting in process and will hear back hopefully within the next couple months about forgiveness. We have no worries about the forgiveness of this as we have followed all the rules and requirements of the loan forgiveness.
- Last year, the Sembel loan was put into forbearance and has been in this status for the last 12 months. The payments resumed just this month and the monthly payment is \$3,790 per month.
- The Committee is focusing next on:
 - Completing the tax returns
 - Followed by renegotiating our commercial loan on the main building (we need tax returns completed before embarking on this)

Board Development & Recruiting Committee (Sven Erik):

- Recruiting new Board members
 - Current board development efforts: high interest right now, voting on two potential members in closed session tonight. Other folks
- How the Board can grow: Recruiting has been a, what are other schools experiencing. Increasing awareness and retention of families at TTMS
- Bylaws (Nate updates). Nate will circulate a Board email vote for all items with exception of the Whistleblower policy which will be forthcoming:
 - The Bylaws are physically located in the school by the benches in a binder
 - Accountant would like us to pass a resolution that the 990 is available
 - Conflict of Interest policy, COI forms filed annually
 - Resolution Stating that disclosure of ED salary
 - Whistleblower policy
 - Document retention and destruction policy (regarding all documents)
- Committee meets the third Tuesday of every month. Anyone can join 😊

Executive Session

Executive Session was held this evening.

Board moves out of Executive Session to make the following vote:

- *Motion:* Sven-Erik moves to approve Chyna Cook-Martin and Jeremy Valdez as new Board Members. Eric seconds; No discussion; All vote in favor. Motion passes.

On November 17, 2021, the Board made the following off-cycle vote, approved virtually by email:

- *Motion:* Jodi moves to approve a one-time retention bonus for staff to in the form of an additional paycheck to be distributed in December 2021. Jeremy seconds; No discussion; All vote in favor. Motion passes.