

LINCOLN NURSERY SCHOOL BOARD MEETING

November 14, 2023

AGENDA

Welcome
Emily Lines



Approve September 18, 2023 Board Meeting Minutes
Raleigh Werner



LNS's Future Board Structure Proposal
Steering Committee



DEI Update
Andrew West



Development Update
Kate Brooks



Gala Update
Caroline Fiore



Call for Updates/Questions

2023-2024 BOARD OF DIRECTORS

Director: Nancy Fincke (non-voting member)

President: Emily Lines

Vice President of Development: Kate Brooks

Vice President of Enrollment: Laura Mellen

Vice President of Programs: Jenny Rogers

Budget Treasurer: Bryan Wynn

deCordova Liaison: Vickie Slingerland

DEI Chair: Andrew West

Gala Chair: Caroline Fiore

Legal Advisors: Aidan Flanagan & Abigail Flanagan

Room Parents: Christina Hempton (B), Akemi Martin (Y), Elizabeth Curtis-Bey (P), Anique Lebel (R)

Secretary: Raleigh Werner

Welcoming and Social: Colleen Bixby & Greta Kaplan

2023-2024 BOARD MEETINGS

All meetings are Tuesdays at 7:00 pm

January 16: Community Parent Education Event (location TBD)

March 5: Studio Red

May 7: Studio Blue

June 4: Cafe Courtyard

SEPTEMBER 18 MINUTES APPROVAL

PROPOSED NEW BOARD STRUCTURE

Steering Committee

PROPOSED NEW BOARD STRUCTURE

CURRENT STRUCTURE

- 1 Director (non-voting)
- 2 President
- 3 VP
- 4 VP
- 5 VP
- 6 Budget Treasurer
- 7 Secretary
- 8 Legal Advisor
- 9 Legal Advisor
- 10 deCordova Liaison
- 11 Welcoming and Social
- 12 Welcoming and Social
- 13 DEI Chair
- 14 Gala Chair
- 15 Room Parent
- 16 Room Parent
- 17 Room Parent
- 18 Room Parent

Steering Committee

PROPOSED NEW STRUCTURE

- 1 Director (non-voting)
- 2 President
- 3 VP
- 4 VP
- 5 VP
- 6 Budget Treasurer
- 7 Current Parent
- 8 Current Parent
- 9 Alumni Rep (non-voting)

Advisory Committee

MEETING SCHEDULE

Community Co-Op Meetings

- September
- January/February
- June

Board Meetings

- October
- March
- May

ADVISORY COMMITTEE RESPONSIBILITIES

Ongoing

- Support Steering in planning the long term strategy and health of the school
- Checks and balances for Steering Committee
- Participation in 3 Board Meetings annually. Ad-hoc executive session meetings as needed

Ad Hoc

- Support Strategic Planning Cycle every 3-5 years
- Long term lease
- Parent Survey
- Teacher Survey
- Providing guidance on any changes that may affect the long term health of the school including staffing, managing finances and budget, enrollment, and long term planning

DEI UPDATE

Andrew West

Lincoln Nursery School

Development Update

2023 Annual Appeal

188 annual appeal letters mailed

56 current families

109 alumni

23 grandparents and supporters

GOAL: \$30K and grow participation



Annual Appeal in context

2023-24 Fundraising Goal: \$120K

30K from annual appeal

90K (GROSS) from spring celebration

59K net estimate



Why is fundraising important?

Tuition accounts for 90% of our overall budget

Fundraising (annual appeal and spring celebration) makes up 10%

Donations support:

- Teacher salaries and benefits (81% of our budget is allocated here)
- Financial Assistance
- Materials
- Rent and utilities
- And more!

Creating a culture of giving

At LNS, we strive to create a development program that feels true to the LNS culture while acknowledging the need for fundraising.

We are a small school and every gift has a large impact.



GALA UPDATE

Caroline Fiore

ADDITIONAL UPDATES/QUESTIONS