

LNS Board Meeting Minutes
Annual Meeting (Fourth Meeting of the 2023-24 Board)
In Person

Attendees:

- **Present:** Emily Lines, Raleigh Werner, Kate Brooks, Laura Mellen, Jenny Rogers, Nancy Fincke, Greta Kaplan, Anique Lebel, Christina Hempton, Akemi Martin, Andrew West, Caroline Fiore, Colleen Bixby
- **Absent:** Aidan Flanagan, Vickie Slingerland, Abigail Flanagan, Brian Wynn, Elizabeth Curtis-Bey
- **Also present:** Paula Hinchliffe, Katherine Ruhl, Emma Shulman

Welcome

President: Emily Lines

Approve Annual 2022-23 Annual Board Meeting Minutes

Secretary: Raleigh Werner

Kate Brooks motions to approve the minutes, Emily Lines and others second. 2022-23 minutes are approved.

President's Annual Report - Board Goals

President: Emily Lines

(See attached PDF for board slides)

- Review of status & progress on board goals. VPs & Chairs of relevant committees present updates about their respective board goals.
 - Steering
 - Strategic Plan is being implemented and helping with strategic focus and decision making..
 - Budget Treasurer
 - Update on refreshing accounting protocol to match historical ledger with forecast.
 - Alignment of Quickbooks accounting with budget forecasting and with IRS 990 reporting.
 - Our balance sheet remains strong and we are projecting a break-even 24-25 budget.
 - DEI
 - Update on Reverse Book Fair.
 - Development

- Update success of Annual Appeal and preview of upcoming “Playdate” annual event (previously called the “Gala”)
- Update on looking ahead to LNS’ 80th anniversary next year and photo/story collection initiative
- Kate, Nancy & Sarah Bishop working to compile a consolidated list of all members of LNS community (throughout LNS history)
- Enrollment
 - Major focus was on managing and evaluating success of longer hours (compared to last year). Overall, for families and teachers, feedback is that longer hours has been a success.
- Programs
 - Reminder of forthcoming “community co-op meetings” that will serve as a combination of social gathering and strategic conversation about the school
 - Review of various ways that social gathering has happened during the school year.

Director’s Annual Report

Director: Nancy Fincke

(See attached Director’s Annual Report)

Nominating Committee Report: Review and approval of proposed 2024-25 Board Slate

Secretary: Raleigh Werner

An in-person vote is taken. The in-person votes, in addition to the collected proxy forms, surpass the required quorum of 20 votes in favor. The proposed board slate is approved.

LNS Board Meeting Minutes
May 7, 2024 (Fifth Meeting of the 2023-24 Board)
In Person

Attendees:

- **Present:** Emily Lines, Raleigh Werner, Kate Brooks, Laura Mellen, Jenny Rogers, Nancy Fincke, Greta Kaplan, Anique Lebel, Christina Hempton, Akemi Martin, Andrew West, Caroline Fiore, Colleen Bixby
- **Absent:** Aidan Flanagan, Vickie Slingerland, Abigail Flanagan, Brian Wynn, Elizabeth Curtis-Bey
- **Also present:** Paula Hinchliffe, Katherine Ruhl, Emma Shulman

Welcome and Update

President: Emily Lines

Approve March 5, 2024 Board Meeting Minutes

Secretary: Raleigh Werner

Katherine Ruhl motions to approve the minutes, Laura Mellen and others second. March 5, 2024 minutes are approved.

Budget Update

President: Emily Lines

(See attached PDF for relevant slides)

- Forecasting a breakeven budget for 2024-25 school year. Details provided in the corresponding slide in the deck.
- Andrew West raises the question of “drop-in” extended day as an offer. Laura Mellen and Nancy Fincke elaborate on challenges that prevent offering such an option, including lack of dedicated space, continuity disruptions creating unpredictability and anxiety for children, etc.

Parent Survey Results

Special Projects Chair: Katherine Ruhl

(See attached PDF for relevant slides)

- Update on the results of the Parent Survey
- One particular note of feedback was wanting to opt out of certain emails. It is noted that the “LNS Bulletin” emails have an “unsubscribe” option for any who do not wish to receive those emails.

Teacher Survey Results

VP of Programs: Jenny Rogers
(See attached PDF for relevant slides)

Call for Additional Updates/Questions

- Conversation around use of StoryPark this year.
 - There's a lot of functionality we don't need. It's only being used as a blog.
 - Some feel pressure to "like" and comment on posts because they want teachers to get positive feedback.
 - Board wonders how teachers feel and if the like/comment function can be disabled.
 - Andrew West asks whether there is tension among teachers regarding post frequency.