

LNS BOARD MEETING MINUTES

June 11, 2019

Attendees:

- **Present:** Abby Adams, Liz Heald, Vanessa Cartwright, Mara Rus, Katherine Taunton-Rigby, Becky Bermont, Gina Cherco, Anna Angelova, Cara Shortsleeve, Feyza Marouf, Martina Ladd, Christine Maggs, Kerri Schubert, Kristen Ferris, Jess Callow, Cynthia Chang, Lisa Parker
- **Absent:** Alex Benik, Sandra Coleman, Lauren O'Neil, Carrie Menke, Ania Richmon, Jessica Kaplan, Laura Leibowitz, Rebecca Blanchfield, Sarah Robbat, Murat Arslan
- **Also Present:** Nancy Fincke

Board Members: President: Abigail Adams, Secretary: Vanessa Cartwright, Vice President of Operations: Cynthia Chang, Vice President of Programs: Martina Ladd, Treasurer: Rebecca Blanchfield, Enrollment: Katherine Taunton-Rigby & Carrie Menke, Gala/Fundraising: Gina Cherco, deCordova Liaison: Becky Bermont, Information Management: Alex Benik, Strategic Planning: Cara Shortsleeve & Sarah Robbat, PR & Communications: Laura Leibowitz, R Parents: Ania Richmon (B), Anna Angelova (Y), Sandra Coleman (P), Lauren O'Neil (R), Staff Search & Development: Jessica Callow, Welcoming & Social: Jessica Kaplan & Liz Heald, Extended Day: Feyza Marouf

LNS BOARD MEETING AGENDA

Call to Order and President's Report: Abby Adams

Outline for June 11, 2019 Last Meeting of the 2018-19 LNS Board

- Welcome everyone! It's hard to believe it's our last board meeting of the year. It truly has been a wonderful first year as President for me and I really feel so grateful to our community. I hope everyone has had a great experience for yourselves and for your children.
- I did all my thank you's at our last board meeting but since then many of us were able to experience an amazing Family Day so I would like to thank Kristen Ferris and everyone on that committee for organizing such a thoughtful day along with Kim and her husband, Mark from Beehive Art.
- And thank you to everyone who helped organize a well attended New Families Night! It was a great night to get new families together and have everyone get to know one another a bit better. We have a lot of great new families coming in next year and I know we will all make them feel as welcomed as we all did when we first started.
- Next year's Gala will also celebrate LNS' 75th Birthday. There will be creative director and a logistics director and there will be a team under each of those directors. And because it is the 75th celebration, about a month ago, there was a meeting including Alumni, so Bonny Higgons (has 3 kids that went to LNS in the late 90s) and she will be the Alumni Gala Chair (she also lives next door to LNS). The goal is 100 alumni and 100 current families. There may be an open house of the studio, if Decordova still does Party in the Park (on May 9), we would do Gala on May 2--but if things do not work out at Decordova then we would consider hosting the Gala at The Pierce House. In the tent this year for Party in the Park there were 375 attendees, but Gala would likely be closer to 200.

- And thank you so much to the Welcoming and Social Committee for organizing a beautiful End of the Year Party - and of course Sophie and Edward Garmey for opening their stunning home for all of us to enjoy.
- And finally, thank you to everyone who served on the LNS Board this year - we couldn't do it without you and hope you enjoyed all the work you put in. For outgoing board members, we have a special token of thanks for each of you, Martina Ladd, Vanessa Cartwright, Carrie Menke, Alex Benik, Sarah Robbot, Anna Richmon, Anna Angelova, Sandra Coleman and Lauren O'Neil.
- And of course, Nancy - thank you for everything you do for our community, none of this would be possible without you!

- **Outline for June 11, 2019 First Meeting of the 2019-20 LNS Board**

- **Welcome and thank you**

Welcome to all new board members, returning board members and returning families who are new to the board. The combination of all our thoughts and experiences are so important to all the work we do at LNS. The upcoming year is truly going to be wonderful. I also would like to give a special thanks to Martina Ladd who chaired the Nominating Committee and the whole committee for putting together such a fabulous board for the upcoming 2019-20 school year. **Changes: extended day and IT no longer part of the Board, we will continue to discuss need for Gala Chair as the year goes on.**

- **Lincoln Nursery School Mission Statement**

Lincoln Nursery School is a cooperative partnership among our citizens--children, teachers, and parents. We value open communication and mutual respect. Learning through play and inquiry, listening and dialogue, we generate a multiplicity of relationships. These connections broaden our sense of place and open the world from "me" to "we".

LNS is truly a remarkable place and it's really the people that make up this community and as board members we are responsible for upholding our community.

- **About the board... Who we are... Our Mission...**

The board is comprised of a cross section of the parent body with varying experiences and from each of the four studios. Within the board, there is a four member Steering Committee, VP of Programs (Laura Leibowitz), VP of Operations (Cynthia Chang), Treasurer (Rebecca Blanchfield), myself and of course Nancy, the Director. We meet approximately every 2-3 weeks. Each Board Member and Committee Chair falls under one of these Steering Committee Members. If you have ideas, concerns, etc please bring them to one of us. We also encourage you to ask to join a meeting to present key things that your committees are working on or are thinking about. **Everyone at LNS has a role that report in to someone on the Board and this feeds into Steering. This information can be found on the email Cynthia sent.**

Why we enjoy LNS: community, drive into school, being inspired by the studio, dedication of the teachers, seeing the impact on kids identifying art, cultivation of kindness to animals, curriculum based on children's interests, appreciation of the leadership of Nancy and also the teacher conferences, really look forward to understanding my kid, paying attention to my child, co-op model that forces me into the school community, ongoing connections in public school among parents, allowing creativity to blossom, and also how adults are in collaborative role as supports vs 'tattlers' and paired team structure of teachers, feeling of kids being able to comfortably return to studios to speak with teachers, meal trains are a reason to have a baby while at LNS, parallel experience as child in learning, a quality of extended day program.

- **Board Information and Responsibilities**

I sent out a document, "Board Information and Responsibilities and in it, a section reads, "When you first considered LNS for your child, you looked at it as a place where your child would be well cared for in your absence. As a Board member you must now look beyond that perspective and consider the larger questions that any business faces: What is the school's mission and how do I achieve it? What is the school's "product" and how do I maintain its quality? How am I to be a good and fair employer? How do I keep this business going? The issues you will be asked to consider, and the problems you will be asked to solve, must now be seen within this larger context because that is the level on which the Board must operate. It is responsible for the whole school."

Its very important that you attend Board Meetings - there aren't many of them so please put them on your calendars now - there are 6 throughout the year and they happen on Tuesday nights.

- **Communication**

It is important that we have open lines of communication. Its important for Steering Members to check-in with their committee chairs to review manuals, responsibilities and plans for the coming year.

- Committee Chairs: please take a look at your committees and reach out to them now so they know who you are and so you can let them know when/what will be the first opportunity to get started.

- **In Closing**

I hope you all are looking forward to being on the board this year. Its a great way to get to know other parents and to support our community. Please let me know if you have any questions, I'm always happy to help.

- **Housekeeping Items**

- Board Meeting Sign-up Sheet

- **Save the Dates**

- Tuesday, August 27th and Wednesday, August 28th - Parent Work Nights
- September 3rd - Children's Visiting Day
- Tuesday, September 10th, 7:00pm - Welcome Back Night

- **Closing:** Thank you! The next board meeting is Tuesday, September 24th at 7:00PM

Secretary: Vanessa Cartwright

- Approve May 2019 Minutes:
Katherine Taunton-Rigby approved; Cynthia Chang seconded.

Director's Report: Nancy Fincke

- Thursday is the last day of school. Murat has been working on the end of the year photos show. Due to the generosity of this board, Nancy and Lori leave shortly to attend a professional development trip to Portland OR to attend a growing change workshop. How to support children to be change makers. The venue of the conference was a preschool affiliated with a children's museum; they are also Reggio inspired. They also became a charter school and they brought in K-6 as a charter school, joined the preschool and partnership. The Opal school. <https://www.portlandcm.org/teaching-and-learning/opal-school>

Treasurer: Rebecca Blanchfield

- No updates at this time. (Rebecca could not attend tonight.)

PR & Communications: Laura Leibowitz

- No updates at this time.

Vice President of Programs: Martina Ladd

- Martina circulated a 2019-2020 LNS School Year calendar.

Vice President of Operations: Cynthia Chang

- Job manuals are being updated. We have about half of them, including the most critical ones. Next year's Gala manual will be different. We have many more manuals than we have ever had before, because Steering is actually writing the manuals in hopes that if they write them, Steering will get fewer questions. Today everyone got their job assignments. Most people got their top choice or at least one of their top three. A new job is the Water Testing, because a parent asked about it, so now it is a job and there is a manual. Took off Extended Day Coordinator and Information Management. Also room parents mentioned that there is so much going on in Sept & Oct, that first playground meet up and another Fall event, have become a job in and of itself.
- Discussion to send out a list of jobs that are not there any more to see if anyone wants to take on. Like Spirit Wear. Lively discussion on school photos. It used to be done at LNS but no longer is. That said if a parent would like to take on coordinating that outside of school hours that could be done possibly. Also discussion of getting emailed a photo of your child that is taken by the teacher at home visits.
- Request to explain events with more detail at the beginning of the year. For example, May Day, while yes, it is on the school year calendar, many new parents did not know what it was and had not made plans in enough time to attend. It would have been nice to know that after the singing parents go back to the class.
- Work day is this Saturday. Not sure if an email has been sent by John. Suggestion that it could be helpful if the chair provided a list of tasks that would be goals to accomplish during the session.

Enrollment: Katherine Taunton-Rigby & Carrie Menke

- No updates at this time.

Gala/Fundraising: Gina Cherco

- No updates at this time.

deCordova Liaison: Becky Bermont

- No updates at this time.

Information Management: Alex Benik

- No updates at this time.

Strategic Planning: Cara Shortsleeve & Sarah Robbat

- No updates at this time.

Room Parents:

- **Blue: Ania Richmon.** No updates at this time.
- **Yellow: Anna Angelova.** No updates at this time.
- **Purple: Sandra Coleman.** No updates at this time.
- **Red : Lauren O'Neil.** No updates at this time.

Staff Search & Development: Jessica Callow

- No updates at this time.

Welcoming & Social: Jessica Kaplan & Liz Heald

- No updates at this time.

Extended Day: Feyza Marouf

- No updates at this time.

Verbiage for Summary Email:

SUBJECT: June LNS Board Meeting Minutes

Our most recent board meeting happened on June 11th.

Enclosed are the meeting minutes.

For all details, please read the enclosed minutes attached via pdf and always available on the LNS site.

Vanessa
Weston's Mom, Studio Purple