



Board Meeting Minutes
January 21, 2026

Attendees:

	Board of Trustees:		Other Attendees:
	impe beaux - Chair	x	
	Michael Edwards - Treasurer		
	Kathy Wittman - Secretary	x	
	Briana Weber - Head of School	x	
	Stephanie Awalt - Member at Large	x	
	Claudia Reinozo - Member at large	x	
	Alan McGinnis - Member at Large	x	

2:33 pm Meeting Commences

Vote on December Minutes:

<https://docs.google.com/document/d/1XlcelhWEQgT2MXvw3prQS4lplsoYzh0nTsvCv-WKLwU/edit?usp=sharing>

Minutes approved: 2:34 pm -

Immediate Discussion Point:

- **HVAC with Andrea**
 - 2 rooftop units (RTUs) need replacing - [Quotes](#)
 - The board will need to vote to approve
 - U.S. Bank account is considered reserved
 - Potentially consider fundraising to increase funds
 - The board passed to replace units using Sunglow
- **Add any urgent business here**

Old Business

- [Google Sheets Task Manager Update](#)
 - Committee to conduct employee pulse survey?
 - Some members are already working on this and could be considered a committee
 - [Action item](#): by february meeting have met as a group and made a plan
- [Board Self Assessment Results](#)
 - [Summary](#)
 - Thoughts? Takeaways?
- [Proposal for Engaging Board Governance Consultant](#)
 - Asynchronous vote was held, but only 3 of 7 board members voted
 - 2 Options
 - Option 1: Facilitating change is the focus; not available until March
 - More of on demand needs
 - Standardize training
 - Option 2:
 - Metamorphic consulting
 - Prioritize anti-bias
 - Team of 2; meet virtually or in person
 - Board training
 - Self assessment - completed first
 - Vote for options - through Discord
 - 1 vote for if we want to hire a consultant
 - 1 vote for Facilitation Change or **Metamorphic Consulting**
 - impe will post a revote
- Any New Board Member Applications? [Spreadsheet for Board Member applications](#) : none at this time
- Secretary of state business details, administrative dissolution, secretary
 - Dissolution was accounting delay and has been resolved
 - Will update secretary from Kim Greer

[Head of School Report](#) (10 min)

- Staff have mentioned that the new Board Meeting time excludes them from attending.

State of Finance

- Hannah and Briana met on January 19 briefly. We are up to date on finances, which gave an opportunity to chat about other things
 - Priorities for 2026-27 budget - What does that look like for the board?

- **HMS received a letter from the IRS stating that we overclaimed on a Covid-related Employer Credit for 2021 taxes, paid to HMS in June 2022**
 - **Briana and Jack are investigating and waiting for some documents before we know the next steps.**
 - **It is possible the IRS made a mistake, but if correct we will have to pay back the amount. Possibility for payment arrangement.**

Committee Reports (20-25 min).

Financial Aid Committee

- **Briana and Claudia met on 1/16 and went over current financial aid packet**
 - **Decided that there should be a document for internal decision making and a more streamlined document to share with parents**
 - **Claudia is going to work on the internal process**
 - **Briana is going to work on the family document**
 - **Talked about priority of financial aid right now vs historically**
 - **Kindergarten, families who joined Harmony because of PSP or PFA**
 - **ERDC guidelines streamline income qualifications**
 - **Global population and children of color are still a priority group**
 - **Discussed the creation of an Emergency fund for families**
- **Going to meet again next week to go over what they worked on and discussion decision making process**

Other Committees put on pause until further notice - Is this accurate?

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PRIORITY TASKS:

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Meeting adjourned: 3:56 pm

Upcoming Scheduling (5-10 min)

Next Meeting: Wednesday February 18 at 2:30-4pm - Virtual

Finance Meeting: Tuesday, February 10, at 5pm - Virtual (let Briana know if you want an invite!)

Strategic Planning Meeting: on hold

Parking Lot - To discuss next time

For future:

Growth and Development-

- **Is this different from the Financial Aid Committee or should Financial Aid be a subcommittee of fundraising?**
- **Working on a donation from private donor for play yard enhancement**
- Goals for 2025-26 to guide this committee
 - Creating this committee more officially so others can join
 - New sign in front (1k) - Alan can help!
 - Rain gear (2.2k)
 - Kindergarten sponsorships (\$13,750/year)
 - Alumni scholarship
- Look into Online Auction
- Co-Chairs identified in August.
 - Kathy Wittman
- Complete calendar

Personnel Committee -

Parent Association -

- Goals for 2025-26 to guide this committee
 - Identification of Room Parents with a training - in process
 - Lantern Festival - December
 - Co-Chairs identified in August
 - Briana Weber

Executive Committee -

- Decisions in between board meetings if needed

Strategic Planning: currently on hold due to operational impediments

- Co-Chairs
 - Steph Awalt
 - Hannah Beaux
 - Alan offered to help
 - Will have Info by October 7 meeting
 - Kathy Kniep Consulting <https://kathykniep.com/> kathy@kathykniep.com
 - Charged NCC \$180/hr for roughly 8-10 hrs/mo “communication, preparation, facilitation”
- We can post that we need Board members on organizations we belong to.

[Harmony Montessori School Calendar](#)