



**Board Meeting Minutes**  
**January 21, 2026**

**Attendees:**

	<b>Board of Trustees:</b>		<b>Other Attendees:</b>
	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/1XlcelhWEQgT2MXvw3prQS4lpIsoYzh0nTsvCv-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:**

- 

**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](mailto: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**