



## Board Meeting Minutes

October 22, 2025

### Attendees:

	<b>Board of Trustees:</b>		<b>Other Attendees:</b>
x	Hannah Beaux - Chair		
	Michael Edwards - Treasurer		
	Kathy Wittman - Secretary		
x	Briana Weber - Head of School		
	Stephanie Awalt - Member at Large		
x	Claudia Reinozo - Member at large		
x	Alan McGinnis - Member at Large		

**2:35pm Meeting Commences**

**Vote on September Minutes:**

**Minutes approved: 2:39 pm**

### Old Business

- Create robust onboarding process for new members - Briana had volunteered to put together starting in October.
  - On site responsibilities took priority and this hasn't been started.
    - More time is spent in the classroom because of goal to increase staff engagement and because of staff illness
  - Planned to start in the next few weeks

- **New Board Member Applications -**

- No new member opportunities directly,
- NAO has a help line to source new board members: to be added
- [Spreadsheet for Board Member applications](#)

## New Business

- **New Board Member Application**

- Board Member Essentials Certificate  
<https://ready.csod.com/ui/lms-learning-details/app/curriculum/d2e291d3-d892-48e0-aa62-100d38b87605>
- How to register: <https://ready.csod.com/selfreg/register.aspx?c=gifts2>

## Head of School Report

## Finances

- No new information for Financials
- Jack from Social Impact Accounting would like to join our next Board Meeting to be available to go over the new financial structure and answer any questions.
- August and September financials will be available before the November meeting

## Staff Support -

- Staff representative
- Board Liaison

## Committee Reports

### Fundraising -

- **tabled for next time with Kathy's absence**
- **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

### Parent Association -

- Goals for 2025-26 to guide this committee
  - Identification of Room Parents with a training - in process
  - Discuss the Board bringing lunch and being available to chat during an 'In Service Day' with staff
    - September 22, 2025 lunch completed
  - 100 day of school celebration by the parents

- Harvest Celebration was last Friday
- Lantern Festival - December
- Co-Chairs identified in August
  - Briana Weber

**Strategic Planning: currently on hold due to operational impediments**

- Co-Chairs
  - Steph Awalt
  - Hannah Beaux
- October 7th at 2pm as a separate meeting from regular Board meeting; showing up with a draft and list of possible consultants for Briana
  - Invite HMS Community?
- Stephanie to provide contact information for consultant used recently at NCC
  - Stephanie will contact NAO list and see scope, expectations and cost.
    - 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”
- Can we post that we need Board members on organizations we belong to.

**Harmony Montessori School Calendar**

**Parking Lot - To discuss next time**

**Next Meeting: Wednesday November 19 at 3pm - Virtual**

**Finance Meeting: Tuesday, November 11, at 7pm - Virtual (let Briana know if you want an invite!)**

**Strategic Planning Meeting: on hold**

Meeting adjourned 3:22 pm