

**Board of Trustees Meeting
January 20, 2016 MINUTES**

Meeting called to order at: 6:10 pm

Members in attendance: Mark Bland; Melanie Como-Dits, President; Lauren Cressy Dunbar; Annie Geary; David Rowley, Treasurer; Jennifer Williamson; Mari Linn Wise; Paul Worland; Ed Yang, Past President; and Jeanne Yoder, Secretary

Staff/Faculty in attendance: Deborah Drendall, Head of School; Susan Finster, Director of Finance; Julie Gabrielse, Early Childhood Director; Becky Dennis, Elementary/Junior High Division Chair; and Kim Bosworth, Executive Assistant to the Head of School

Guests in Attendance: n/a

Absent: Bill Bagatini; Jean Humphreys; Peter Lombardo; and Sophie White

Consent Agenda – including November 18, 2015 Meeting Minutes; and January 2016 Advancement Committee Report was unanimously approved.

Committee on Trustees – Melanie Como-Dits reported that the committee met on Monday, December 14th, 2015 and discussed the following, as noted in the written report:

- Recruiting and succession planning for President/President Elect
- Recruiting of new BOT members
- Board Evaluation

Head of School Report – Deborah Drendall reviewed a written report highlighting the following:

- Constituent Survey Results
 - A huge thank you to Deirdre Worland for deciphering the survey results into a usable format. Each re-accreditation committee will now be able to easily access the survey questions and results that pertain to them.
- New Marketing Strategic Plan (see attached)
 - This will take the place of the previous 3-Year Marketing Plan drafted in 2011 (see attached)
- Development News
 - Annual Giving
 - Current receipts and pledges >\$30,000
 - Reminders will continue throughout the school year in hopes of meeting the goal of \$36,500
 - Golden Apple Dinner – Saturday, January 30th at the Worland's home

- Windfall
 - Theme – Rockin’ Through the Ages Date – Saturday, March 19th
Location – Knollwood Country Club Chairs – Melanie Como-Dits and Jennifer Schwartz
- Afternoon Kindergarten
 - Second Semester – will meet in Room 105 of the elementary building with Mrs. Price and Ms. Cwidak-Kusbach. This is a great opportunity to get to know the Lower Elementary teachers and become more familiar with the lower elementary community as a whole to raise excitement for the transition.
- 2015-2016 Enrollment
 - Current Enrollment is at 219
- Daily News
 - Fresh look in the front hallways of the elementary building – wallpaper was stripped, holes repaired and a fresh coat of paint was applied.
 - Playground has been enlarged, pea gravel has been added and a new swing set has been erected. More to come in the spring!
 - Junior High students, along with Mrs. Hill, have plans in the making for a greenhouse to be built on campus as part of our goal to become more “green” and energy-aware.
- Upcoming Events
 - Prospective Family Open House – Sunday, January 24th, 2:00 – 4:00 p.m.
 - Science Expo – Wednesday, February 3rd, 6:30 – 7:30 p.m.

Announcements – n/a

Motion to adjourn.

Meeting adjourned to Closed Session at: 6:50 p.m.

Next meeting: Wednesday, February 17th, at 6:00 p.m.

Respectfully submitted by: Kim Bosworth, Executive Assistant to the Head of School