

Children's Day School

Board of Trustees

November 15, 2018

Meeting minutes

Carl Schneebeck, Board Co-Chair, asked that the meeting come to order at approximately 4:05PM

Attendance:

Mylene Acosta-Mercado, Ted Arleo, Chris Bunga, Erik Fastiff, Jen Hamilton, Stephanie Holland, Ryan Kluff (Treasurer), Kami Kinkaid, Kirk Lorie, Jeanette Perez (Secretary), Cheryl Porro (Co-Chair), Carl Schneebeck (Co-Chair), Ben Spero, Tina Syer (Vice-President), David Strandberg, Diane Walters, Shelly Luke Wille (Head of School), Lindsay Woollerson, Vivien Zraick

Non-Trustees present: Diane Larrabee (Director of Admissions), Jeanna Yoo (Director of Advancement), Rebecca Kroll (Assistant Head of School), Anthony Witte (Director of Inclusion), Ed Rhee (Director of Middle School), Andrei Ferrera (Director of Communications), Antonette Greene (ECP Director), Cheryl Ewers (Director of Finance and Operations), Rico Tan (Director of Technology), Patricia Jameson (Assistant to the Head of School)

Consent Agenda

Jen Hamilton made a motion to accept the October 18, 2018 meeting minutes. Kirk Lorie seconded. Motion passed unanimously. Documents made available prior to meeting include: [October 18 Meeting Minutes](#), [Mission Review Process Notes](#), and the [November Head's Report](#). Comments on pre-distributed materials included:

- Shelly gave update about HOS Advisory committee and how members were selected.

Finance: Overview of financial principles & documents

- Carl introduced the context and goals for the Finance Overview and Strategy Session
- Cheryl and Ryan led us on an overview of our financials.

Finance: Scenarios & discussion of financial principles

- Broke into groups to have high level discussions about three hypothetical financial scenarios. Each group discussed how these scenarios affected the budget, what

challenges they caused, and what potential opportunities could also be found one year, five years, and ten years down the line.

Closing Remarks

Chair Carl Schneebeck adjourned the meeting at approximately 6:02 PM.

Respectfully submitted,

Jeanette Perez, Board Secretary

Cheryl Porro, Board Co-Chair OR Carl Schneebeck, Board Co-Chair