

**MFCCC Parent Steering Committee / Monthly Meeting**

Date: August 16, 2012

Time: 11:45 a.m.

Location: MFCCC

Meeting Called By:

Facilitator: Lee Ann Isbell, Director

Minutes Assigned:

Attendees: Parents: Heather Winfrey-Richman, Nicole Fredrick

Staff: Lee Ann Isbell; Julie Harms

Guests: None

**Parent Steering Committee Fund Balance:**

Balance was \$8,543.45 as of July31, 2012. *PSC funds are used to support PSC-sponsored activities, such as those discussed in these minutes.*

**Parent Steering Committee Fundraisers:**

- *Drink Pouches & Other Recyclables (Katie MacGregor):* No report.
- *Greeting Cards (Julie & Missy):* Committee member really like the quality and design of the greeting card fundraiser. Committee asked if they sold Christmas cards. Julie H will ask.
- *Kroger (Leads – Amy):* They give MFCCC 3% of reloads on Kroger gift cards purchased from Child Care. We receive a check every time we have \$5,000 in reloads. Stop by the office to purchase your reloadable gift card. We are about ½ way to getting another check from Krogers.
- *Monkey Joe’s (Lead-Heather):* The “fun”draiser event is Thursday August16th!! Save the date for the third Thursday in January 2013. You don’t want to miss this fun event!
- *Gift Cards by Scrip (Leads - Jennifer):* Profits for August=\$21.50.
- *Target Visa – Taking Charge of Education (TCOE) =* Note that 1% of all Target purchases on a Visa Target card go to MFCCC and .05% of all Visa purchases go to MFCCC. For more information to link your Target Visa card with TCOE see Lee Ann.
- *Box Tops for Education:* Carol Wrigley is actively sending in box tops! Please continue to save your Box Top for Education and Campbell Soup Labels! Also, check out their website at: <http://www.boxtops4education.com/> to sign up for you to help MFCCC receive on-line box tops, too.

**Other Activities:**

- *Welcome Packets (Lead – Nicole) –*Lee Ann purchased the reusable grocery totes from Gainlight at \$2.20 per bag. We ordered 300 and gave one to each of the staff and volunteers. Nicole will get the bags ready for distribution. Lee Ann will give them to new families after inserting the most current PSC minutes. We will update the welcome letter to include the website link to the PSC minutes after our current supply of letters runs out.
- *Summer Camp (Lee Ann):* Enrollment was good again this summer. Parents and children shared very positive feedback regarding Summer Camp 2012.
- *Kindergarten 2012 (Lee Ann):* Classes start 8/20/12 with 10 girls and 2 boys! Open House was fun for all!

## New Projects:

- *Teacher Resource Room (Lee Ann):* Lee Ann and Angi have been working together to plan and budget for this project. The room needs to be fire rated with ceiling, door, and wallboard before we can install two pair of stackable washer and dryers. Angi is reworking the estimates to allow us to phase in this project. We plan to start with the laundry facilities first. Lee Ann asked and received approval from the committee to purchase the two pairs of washer and dryers for about \$5,000. The committee suggests that we use Scrip gift cards to purchase the washers/dryers.
- *Capital:* Lee Ann reports that she received \$50,000 for capital improvements from Methodist for 2012. The two offices, hallways, and Dinosaur rooms were painted along with door frames in the hallways. We are planning new flooring for the Commons and Toddler Areas. Installation TBD. Lee Ann also submitted requests for capital 2013. She requested capital funds for an Infant/Toddler playground in the tent area behind the building; additional flooring replacement; and teacher resource/laundry room. Facilities helped to collect the information needed for the capital requests. If approved, the projects will be phased in.
- *Annual Staff In-service (Lee Ann):* Staff will participate in an annual in-service on 9/8/12.
- *Butterbraid or Pastry Puffin Fundraiser:* Lee Ann received a call from Pastry Puffins for a fall fundraiser. We typically sell Butterbraids but found the Pastry Puffins to be very good, too. After some discussion, the committee decided to sell Butterbraids for the holiday season because it is more of a family time of year and everyone loves the Butterbraids, including friends at the hospital. Lee Ann will ask Angi Douglas and Marti if they want to lead the fundraiser, as in the past. However, Angi's children have "graduated".

**Next Meeting: September 20<sup>th</sup> @ 11:45 a.m. at MFCCC**

Participate: In person or by teleconference: 800-466-7920, enter code 6723196.

## Summary of Action Items:

Action Item	Responsible Party	Due Date	Status
Quality Rating System (QRS)	Lee Ann	Complete	Star Level 1; overall score 3.44
Active Member Recruitment	Patti/Heather	Complete	Spreadsheet complete
Early Child Construction Grant	LeeAnn, Maureen, Jessica	Complete	MFCCC will not be applying for the grant
Fundraisers: Drink Pouches, Ink Cartridges, Cell Phones Greeting Card Sales 2011 Greeting Cards Sales 2012 Script Gift Cards Sweet And Savory Sale Pastry Puffins March 2012 Frozen Treats	Katy M. Julie H. Julie H. Jennifer S. Patti Lee Ann/Angi Julie H	Ongoing Complete Complete Ongoing On Hold Complete Canceled	Good response Profit=\$390 Profit=221.00 Report Profits Report Profits Profit =1,395 Canceled
Quality Counts Grant Project 2011	Lee Ann	Complete	
Welcome Packets	Nicole	Ongoing	Reusable grocery totes ordered & received. Packets being assembled.
Teacher Resource Room	Lee Ann/ Angi	In process	Angi is breaking down the estimates into phases.
Capital 2012	Lee Ann/Angi	TBD	Angi has flooring company involved.
Capital 2013	Lee Ann	Submitted	

