

MFCCC Parent Steering Committee / Monthly Meeting

Date: September 27, 2012

Time: 11:45 a.m.

Location: MFCCC

Meeting Called By:

Facilitator: Lee Ann Isbell, Director

Minutes Assigned:

Attendees: Parents: Amie Slott

Staff: Lee Ann Isbell;

Guests: None

Parent Steering Committee Fund Balance:

Balance was \$8,716.89 as of August 31, 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):* At the previous meeting the committee asked if they sold Christmas cards. Julie H contacted the company and they do not sell them at this time.
- *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 need \$1,850 of reloads for next rebate check.
- *Monkey Joe's (Lead-Heather):* We received \$108 from this event. Thank you to Heather Winfrey-Richman for leading this event.
- *Gift Cards by Scrip (Leads - Jennifer):* Profits for September \$23.00.
- *Target Visa – Taking Charge of Education (TCOE) =* We received our annual check totaling \$199.27 from Target. 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)* –Nicole prepared about 30 packets for new families. The only thing needed to insert is the current PSC minutes.

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:* No update.

- *Annual Staff In-service (Lee Ann)*: Staff participated in an annual in-service on 9/8/12. Jan Deissler presented to the group and staff members planned make-it-take-it activities.
- *Butterbraid Fundraiser (Angi & Marti)*: Angi and Marti will lead this project. Butterbraid sales will run October 19th-November 2nd; delivery on Thursday, November 15th. Just in time for the holidays!
- *Cribs (Lee Ann)*: Lee Ann reports that there is a new federal mandate and DCFS licensing requirement relating to cribs. All cribs purchased prior to 1/2011 must be replaced with cribs meeting the new standard. We are in the process of investigating prices and hoping for a Quality Counts grant to offset some of the cost. It is estimated that it will cost \$8,000 to replace 32 cribs. The mandate must be met by the end of the year. The old cribs must be destroyed and cannot be reused or sold.

Next Meeting: October 18th @ 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	