

**Home Learners Association of CNY**  
**Meeting Agenda**  
**Tuesday, March 23rd, 2010 - 7:00 p.m.**  
**St. Micheal's Lutheran Church - Camillus**

Type of Meeting: Annual Meeting

Meeting Facilitators: Jenafer Medina and Gretchen Surface, Co-Presidents

- I. Call to order
- II. Roll call of Board Members – All present.
  1. Members present included Michaeline Gleasman, Katie Higgins-Kapilla, Kristin Eliot, Edna Cohen, Sarah Taylor, Anne DeCampo, Sheila del Toro, Monika Wheeler, Lisa Kotts and Kelli Van Ornam.
- III. Approval of minutes from last meeting - Approved
- IV. Open issues
  1. Membership
    - a) Approval of new members – all approved
    - b) Membership statistics – 2 new in January, none in February. We're at 43 member families!
    - c) Members need to make sure their contact information is up to date. Please use the website to update this information if it's not complete.
  2. Treasurer Update
    - a) Year in review – we have grown steadily throughout the year. Our year-end profit was \$944.21. We have bank accounts through M&T and PayPal. Teachers should remember to save their receipts and submit their check-request forms in order to be reimbursed accurately and quickly.
    - b) Future budget plans – looking at our expenses from 2009-2010, we have made some assumptions about what we'll spend next year. We'll try to stay within these parameters, but it will be flexible. We've bought a number of kits that we can use from year to year so that we can continue offering “turn-key” classes. We also plan to be subsidizing more field trips and hosting more special events and parties, so those expenses will increase.
    - c) Audit committee – books available for inspection
  3. Co-op classes

- a) May mini-session
  - 1. Tentatively scheduled for May 7, 14, 21, 28.
  - 2. Focused on outdoor activities, although we have a community room available to us in case of inclement weather.
- b) September class proposals
  - 1. Proposals for classes for any sessions are welcome, as we can plan out the year and look into buying less-expensive supplies over the summer.
  - 2. We are still open to paying teachers if necessary, and members should feel free to suggest teachers with whom they are familiar in order to meet our children's needs.
- c) Relationship with St. Micheal's
  - 1. The church is very happy with the relationship we've forged, and they would like to continue that. We'll also be given a place to store our supplies for next year.
  - 2. Barter proposition from pastor – cleaning in exchange for current rental rates. Currently, our fee is \$150 per session. We will get a list of chores from Pastor Janet and we'll go from there as far as dividing the work.
- 4. Upcoming Events
  - a) Spring Festival
    - 1. Similar format to Winter Festival
    - 2. Date change to April 24<sup>th</sup> at 7 p.m., pending approval from Sabine, Julia, and Pastor Janet.
  - b) Science Fair
    - 1. General information
    - 2. Date change – possibly first week in May
- 5. Annual Discussion of By-laws
  - a) Proposed Changes
    - 1. Currently, Article V, Section 1 provides for the possibility that the Board may create volunteer-led teams in order to help with tasks such as fund raising, special events, public relations, and data collection. The Board proposes that changes be made Article II of the by-laws in order to require that each family volunteer on one committee per year in order to better serve our members. A vote will be taken on this proposed by-law change.
      - 1. Proposed committees include budget oversight, party planning, special events, field trips, parent support, and newsletter/communications. This is up for

discussion and not part of the by-law change and subsequent vote.

2. The vote passed unanimously with 14 YES votes.

V. New Business and Questions from Membership

1. Good Friday classes? Jen will talk to St. Micheal's and get back to us.

VI. Adjournment – 8:24 p.m.

1. Our next scheduled meeting will be announced shortly.