

**Little Saints Preschool Board
December, 7 2023. 6:30– 7:32 pm**

Attendees: Fred, Carol, Steve, Chuck, Nancy, Beth, Christy

Steve opened the meeting with prayer.

Secretary Report

- November minutes reviewed; Approved: Beth; 2nd Nancy.

Treasurer Report

- Report was unavailable but will be sent via email to all members later in December.
- Steve will be our new Congregational President next year and will be stepping down from Preschool Coard Treasurer.
- Chuck Petersen has agreed to step into this role. He has been our Treasurer in the past.

Director's Report

- The Director's report was submitted and is attached. Kristina was unable to attend the meeting.

New Business

- Staff luncheon is planned for December 20th at noon. We will be ordering McCallister's Deli, and please submit your order to Christy for pick-up. Those planning to attend include: Carol, Nicole, Fred, Pastor, Christy, Denise and possibly Nancy.
- Discussion regarding the increase of the Activity fee for the 2024/2025 school year. After consideration and discussion, Beth motioned to increase the Activity fee from \$50 to \$75. Carol seconded, and all in favor of the increase.

Pastor closed the meeting in prayer.

Next Meeting: January 18, 2024.

Minutes respectfully submitted by Erin Real

December Board Meeting

- Enrollment numbers: Pre K-19; T/TH-9; one joining in Jan.
- I am still looking for an assistant. I have been in touch with someone who showed interest, but the contact hasn't been consistent. We made plans for her to visit the school on the 18th. Fingers crossed. She was supposed to send me her resume and transcripts, but has not done so yet which is why I am worried.
- The preschool will be closed from December 25 to January 5. I will be in at least one day to take down bulletin boards and put up January.
- If I haven't gotten any leads for an assistant, I will ask Ashley if she would be interested. The next person I can think of asking is Nancy. As a last resort, Pam. I don't know what to do if we don't have an assistant in Pre-k. I may have to split the class, but that would require someone to work afternoons with me. I am open to suggestions.
- I have finally gotten word from DCFS that our license is on its way!!!! Took FOREVER, but it is coming 😊
- Family Fun Night is scheduled for February 2. We will need volunteers. I will purchase what is needed for the event. Ice cream bar, crafts, rent obstacle course. Is there anyone who can request Thrivent Funds to help with this?
- I will be sending out registration info to returning families in January, can you let me know what the tuition will be? And if we are raising the registration fee?
- My apologies for missing another meeting. I will be back on track in January!
- We would like to have the Christmas luncheon on December 20. I believe McCallister's will be perfect as we have had that in the past. I will get orders from the staff, Denise, and Pastor.

Thank you!

Kristina Kolodziej

LITTLE SAINTS PRESCHOOL MONTHLY LEDGER: 12/31/2023

CHECKING ACCOUNT: Account: -0771

INCOME

Date	Description	Amount	Balance
			\$ 20,153.08
1-Dec-2023	VANCO	\$ 234.15	
5-Dec-2023	VANCO	\$ 937.13	
5-Dec-2023	Raiseright	\$ 22.75	
7-Dec-2023	Thrivent Grant	\$ 29.00	
12-Dec-2023	Deposit	\$ 17,490.00	
13-Dec-2023	VANCO	\$ 238.00	
18-Dec-2023	Deposit	\$ 1,840.00	
19-Dec-2023	VANCO	\$ 185.24	
29-Dec-2023	VANCO	\$ 234.15	
29-Dec-2023	Deposit	\$ 2,970.00	
	Total Income	\$ 24,180.42	\$ 44,333.50

EXPENSES

Date	Check #	To	Code	Description	Amount
1-Dec-2023	2790	Salaries NOV 2023	6A		\$ 4,948.85
1-Dec-2023		Discount School Supply	1A		\$ 99.80
1-Dec-2023		Hobby Lobby	1A		\$ 39.17
1-Dec-2023		Walgreens	1A		\$ 12.45
1-Dec-2023	2789	Kane County Health Dept.	1G		\$ 130.00
4-Dec-2023		OTC Brands	1D		\$ 22.19
5-Dec-2023		Raiseright	2B		\$ 2,466.22
8-Dec-2023		Hobby Lobby	1A		\$ 5.83
11-Dec-2023		OTC Brands	1D		\$ 33.66
11-Dec-2023		Apple	1B		\$ 0.99
12-Dec-2023		Raiseright	2B		\$ 15,521.66
15-Dec-2023		Hobby Lobby	1A		\$ 6.48
15-Dec-2023		VANCO Invoice	7C		\$ 3.74
18-Dec-2023		Walgreens	1D		\$ 12.00
18-Dec-2023		Dollar Tree	1D		\$ 11.81
19-Dec-2023		Instant Ink	1A		\$ 6.36
20-Dec-2023		Meijer	1D		\$ 89.04
21-Dec-2023		Meijer	1D		\$ 22.36
28-Dec-2023		USPS	1B		\$ 39.60
29-Dec-2023	2491	Salaries DEC 2023	6A		\$ 7,289.85
		Total Expenses			\$ 30,762.06
		Checking Account Balance			\$ 13,571.44
		Tuition Assistance Fund - Balance			\$ 814.00
		General Fund Balance			\$ 12,757.44

LITTLE SAINTS PRESCHOOL MONTHLY LEDGER: 12/31/2023

SAVINGS ACCOUNT: Account -1226

DEPOSITS

Date	Description	Amount	Balance
	Balance Brought Forward		\$ 911.53
	Interest	\$ 0.05	
3-Oct-2022			\$ 911.58

WITHDRAWAL

Date	To	Amount	
		\$ -	\$ -
			\$ -
	Savings Account Balance	\$ -	\$ 911.58

PETTY CASH FUND

DEPOSITS

Date	Description	Amount	Balance
	Balance Brought Forward		\$ 32.50
	Replenish Fund	\$ -	
			\$ 32.50

WITHDRAWAL

Date	To	Amount	
		\$ -	
	Petty Cash Fund Balance	\$ -	\$ 32.50

CERTIFICATE OF DEPOSIT: #33802025094

	Balance	\$ 8,153.10
Opened 10/10/2023	Interest	
	TOTAL FUNDS AVAILABLE	\$ 22,668.62