

APPROVED



**PULLMAN PUBLIC**  
**COMMUNITY FREE**  
**MONTESSORI K-9**

## Pullman Community Montessori

# Minutes

### PCM Board Working Group Meeting

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#### **Date and Time**

Tuesday September 22, 2020 at 5:30 PM

#### **Location**

All board meetings are open to the public. Meetings are held from 5:30 PM PST to 7:00 PM PST the second (2nd) and fourth (4th) Tuesday of each month. Public comment is a standing agenda item at the first meeting of each month. Items will be addressed by the board according to the Meeting Agenda posted prior to each meeting.

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#### **Trustees Present**

D. Main (remote), H. Merrill (remote), J. Cassleman (remote), N. Batmunkh (remote)

#### **Trustees Absent**

B. Wolff, T. Franklin

#### **Ex Officio Members Present**

L. Sullivan (remote)

#### **Non Voting Members Present**

L. Sullivan (remote)

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### **I. Opening Items**

#### **A. Record Attendance**

#### **B. Call the Meeting to Order**

J. Cassleman called a meeting of the board of trustees of Pullman Community Montessori to order on Tuesday Sep 22, 2020 at 5:38 PM.

### **C. Approve Minutes**

H. Merrill made a motion to approve the minutes with amendment PCM Board of Trustees Meeting on 09-08-20.

N. Batmunkh seconded the motion.

The board **VOTED** unanimously to approve the motion.

## **II. Board LEADERS Scenario**

### **A. Scenario Discussion**

Board Members considered a scenario about grade policy created by senior management.

### **B. LEADERS Team Update**

Laylah highlighted a couple of items from the leaders updates slides

- Enrollment opened successfully on time. Already 20 people have completed the application and 3 more are interested. No issues with the platform. Posted on Facebook so far. Page and a half in the community update coming out and many other materials (newspapers, social media, etc.)
- Charter officially signed by John. Discussion about board members needing to submit a financial disclosure statement
- CSP grant signed by John.

## **III. Development Committee**

### **A. DC Update**

Just went over the minutes of the first DC meeting (as provided).

Reminder by Laylah to use BoT to organize committee meetings.

## **IV. Other Business**

### **A. Board Stance on corporate memberships**

Discussion on whether the Board should agree to pay for corporate memberships. Henry asked if from a marketing and friendraising basis have we done an analysis of which of these corporate memberships we should consider investing in? Discussion on whether the DC should create a list of potential corporate memberships with some summary analysis including costs to present to the Board.

### **B.**

**Action Item: Laylah to collate and present relevant information on possible options for corporate memberships to consider at the next board meeting**

**C. First Look at PCM Financial Statements**

Laylah asked the board to review Board Financials Overview and Considerations carefully and come prepared to ask any questions at the next board meeting.

Henry asked if we have a deadline for board giving. Dorrie responded that we do have a deadline of October 31 and will have the giving page up by mid October. Laylah emphasized that the monetary donation does not need to be big, just what each persons personal circumstances allow.

**D. Looking ahead at October**

Laylah went over some of the activities upcoming in October.

A Board PD will be held on October 13 (short). We will need to extend the Board meeting on the 27th as the PD will be longer, agreed to a 5 to 7 pm meeting.

**V. Closing Items**

**A. Adjourn Meeting**

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 7:00 PM.

Respectfully Submitted,  
D. Main