

DRAFT MINUTES

change date

**OAK KNOLL KINDERHAUS
BOARD OF DIRECTORS MEETING
September 23, 2000**

1200 N. Lake Avenue, Pasadena

Board Members Present: John Barrone, Joyce Barrone, Dorothy Chambless, Robyn Coe, KC Cipriano, Elisabeth Dimopoulos, Linda Kessell, Alicia Vaughn

Guests Present: Dave Grossman, Gurudarshan Khalsa

CALL TO ORDER

The meeting was called to order at 11:25 a.m.

The minutes of the September 23, 2000 meeting were read and approved. The Compensation Committee backup and information was requested. Alicia Vaughn will review her notes.

City Status - Elisabeth Dimopolous reported that the 1200 N. Lake building has passed city inspections. A \$700 deposit was required to obtain an occupancy permit. The property must pass zoning requirements for the deposit to be refunded.

The **financial situation** of the school is improving. During the past two weeks five new students have enrolled. There are now 43 students - 9 in the Toddler Area (Gurudarshan's class), 22 in the Primary Section (Dorothy and Maria's class) and 6 in the Elementary Class (Elisabeth is the main teacher).

Staffing - Miss El's hours have been reduced to 3 hours per day. Mary Rose Regalado's sister, Cheryl, has been a teacher at The Waverly School and is a candidate for the 11:30 am - 6:00 pm position. Nadja Flanagan will return on a part-time basis this week and will return full-time in April.

Outdoor play will be staggered between the primary and elementary children. There is enough space in the front play yard for 48 children.

The Claremont House needs cosmetic work as soon as possible - rip out the hardboard, replace tempered glass, encapsulate ceiling, scrape, paint, etc. Electrical wiring is suitable "as is" for fixtures. An additional computer is needed for the office in The Claremont

House. The Elementary Children will decorate the windows facing Lake Avenue.

Spring Fundraising Drive –

- The date for the silent auction has been set for May 19 and will be held at El Portal Restaurant in Pasadena. Craig and Abby Sabin, the auction coordinators, are still investigating whether the auction can be held upstairs.
- Grandparents are asked to contribute to the school by volunteering time or donating funds for the construction projects.
- A \$10,000 grant has been received from Wells Fargo Bank.
- A \$25,000 loan has been received from the Pasadena Development Corporation.

Advisory Board Members - Antonio Manning from Washington Mutual and Joe Lumarda from the California Community Foundation have agreed to serve on the Advisory Board. Antonio has suggested that our grant writing proposals be tailored to each institution. We are still waiting to hear whether Peggy Sisson is available to serve on the Advisory Board.

Board Restructuring – Dorothy advised all present that potential new members are being interviewed, from within the school and from the outside community. Term renewals will be every two years. All current members were asked to think about their commitment to the school and its mission. Staff and board meetings will be held on a monthly basis.

ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 12:20 p.m.

Respectfully submitted,

K.C. Cipriano
Interim Secretary

Oak Knoll Kinderhaus Board Resolution September 24th, 2000:
Lease on 1212/1200 N. Lake Ave.






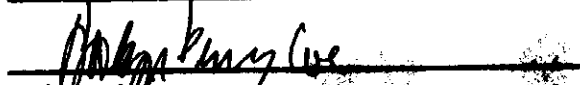

Whereas, Oak Knoll Kinderhaus School needs to relocate its operations because Pasadena Christian Center is selling their building,

Whereas, Oak Knoll Kinderhaus school needs a larger site to house the school,

Whereas, a properties at 1212 and 1200 N. Lake have been identified as both large enough for the school, and for lease at a reasonable rate of \$1 a square foot (\$3500 a month)

Therefore, be it resolved that the Board of Oak Knoll Kinderhaus authorizes Elisabeth Dimopoulos, Vice President and Administrator, to negotiate and sign all lease documents pertaining to said lease.

Signed this day, September 23rd, 2000

	Dorothy Chambliss, President
	Elisabeth Dimopoulos, V. P.
	John Barrone, Board Member
	Joyce Barrone, Board Member
	Karen Cipriano Costa, Board Member
	Robyn Perry-Coe, Board Member
	Alesia Vaughn, Board Member

Oak Knoll Kinderhaus Board Resolution September 24th, 2000:
Securing a Loan for expansion

Whereas, Oak Knoll Kinderhaus School needs to relocate its operations because of the Pasadena Christian Center is selling their building,






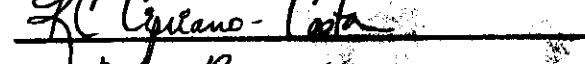

Whereas, Oak Knoll Kinderhaus School wishes to expand to accommodate new students;

Whereas, the beginning costs for such expansion exceed our current income;

Whereas, it is believed that Oak Knoll Kinderhaus School will be able to break even at the new location within a year;

Therefore, be it resolved that the Board of Oak Knoll Kinderhaus authorizes Elisabeth Dimopoulos, Vice President and Administrator, to pursue and secure a loan for up to \$50,000 from the Pasadena Development Corporation. The monies from this loan are to be used for operating expenses including but not limited to, employee salaries, equipment lease or acquisition, and lease-related expenses.

Signed this day, September 23rd, 2000

	Dorothy Chambless, President
	Elisabeth Dimopoulos, V. P.
	John Barrons, Board Member
	Joyce Barrons, Board Member
	Karen Cipriano Costa, Board Member
	Ruby Perry-Coe, Board Member
	Alicia Vaughn, Board Member

Oak Knoll Kinderhaus Board Resolution: Authorization to act on behalf of board in all matters pertaining to licensing with the state of California

Whereas, Oak Knoll Kinderhaus School is licensed in the State of California, and wishes to keep its license in good standing with the state,

Whereas, Oak Knoll Kinderhaus has, as a licensed child care center, ongoing contact with Community Care Licensing of the State of California, and

Whereas, Oak Knoll Kinderhaus Board of Directors must have a staff member who are knowledgeable in the operations of the school, who acts on its behalf in licensing matters;

Therefore, be it resolved that the Board of Oak Knoll Kinderhaus authorizes Elisabeth Dimopoulos, and/or Dorothy Chambless to prepare all documents and carry out all procedures necessary to keep its license in good standing with the State of California.

Signed this day, September 30, 2001

 Dorothy Chambless, President

 John Barrone, Vice President

 Claudia Alvarez, Treasurer

 Joyce Barrone, Board Member

 Martin Regalado, Board Member

 Maryrose Regalado, Board Member

 Jonathan Spaulding, Board Member