**CASTLE**

**Board of Directors Meeting**

**November 18, 2020**

**MINUTES**

**Present:** Heide Perham, Crystal Jahns, Nicole Sargent, Kristen McClain, Eric Page, Bethany Ackley, Scott Ackley, Jenny Carlstrom, Jennifer Raulukaitis, Kim Hagan

**Absent:** Kristin Hustus, Jessica Smith, Lindsay Therian,

1. Call the Meeting to Order
	1. Called to order 6:05 PM
2. Approval of September 2020 minutes
	1. Motion- Eric; Second- Caroline
3. Additions and/or Deletions to the Agenda
	1. None
		1. Recently informed about a potential COVID case- Nicole to begin notifications. Meeting will be shortened due to recent development.
4. Reports to be reviewed ahead of meeting – only questions will be addressed
	1. Treasurer
		1. No questions
	2. Executive Director
		1. Questions
			1. Continually trying to limit contact between administrators and teachers and students in accordance with guidelines. This is challenging; however, staff is managing through it.
	3. Program Director
		1. No questions
	4. Preschool Director
		1. Preschool Director – Lindsay is taking two weeks to quarantine before her second child’s expected arrival on November 25th. Preschool updates will be given in the Executive Director Report.
5. On Going Business
	1. Grants- none to discuss
	2. COVID Update
		1. potential case at CASTLE- waiting for test results
6. New Business
	1. Current Status/Hybrid/Full in Person School Model- no change to model as of yet.
	2. November 2020 Budget
		1. Nicole not concerned about where the budget is- keeping people updated and potentially scheduled for December in case more staffing is needed. College spring semesters may impact the availability of staff as many colleges are online for classes.
7. Motion to adjourn
	1. Motion- Jen; Second- Eric