

Launchpad Academy – March 2026 Board Meeting Minutes

Date: April 7th, 2026 (Meeting was meant for March 2026)

Location: Google Hangouts

Attendees:

Randolph Robert – President/Chair

Jennifer Ramsey – Treasurer

Ashley Espinosa – Secretary

1. Opening & Governance

President Robert called the meeting to order and confirmed quorum.

The Board reviewed the January 2026 meeting minutes.

Motions:

- Motion to approve the January 2026 meeting minutes. Moved by Espinosa, seconded by Ramsey. Approved unanimously.

President Robert offered an opening prayer, asking for guidance as Launchpad Academy continues developing STEM education, mentorship, entrepreneurship opportunities, and a faith-rooted community for children.

Action Items: None.

2. Officer Reports – President

President Robert provided an operational update.

Website & Documentation

- The Launchpad Academy website has been substantially redesigned and updated.

- Official documents, screening materials, Board information, videos, and program information are now available through the website.
- The updated website will provide a clearer foundation for outreach, onboarding, and future fundraising efforts.

Fundraising Priorities:

The Board discussed two primary fundraising priorities:

1. Venture Labs:

- Target fundraising goal: approximately \$5,000.
- Initial objective: obtain approximately ten STEM kits and related educational supplies.

2. Open Gym:

- Target fundraising goal: approximately \$3,000.
- Primary objective: purchase a larger bounce house.
- The current bounce house is no longer sufficient due to increased participation and the number of active children attending Open Gym.

Open Gym Program Update:

- Open Gym continues to perform well overall.
- Participation remains strong, and the program has continued attracting families.
- The Board discussed differences between the two weekly sessions:
 - Monday sessions generally include more active, high-energy children and more physical play.
 - Thursday sessions generally provide a calmer, lower-stimulation environment.
- The Board discussed communicating these differences more clearly so families can choose the session that best fits their children.
- The Board also discussed developing meaningful roles or activities for children who may not benefit as much from the more active Monday environment, such as bringing a project to share or contributing to the group in another structured way.

Family Onboarding & Expectations:

- The Board discussed the importance of clearly communicating expectations to incoming families.
- Expectations should include participation, cleanup responsibilities, and respect for the program environment.
- The Board agreed that future onboarding should be more explicit to reduce misunderstandings and maintain a positive experience for participating families.

Action Items:

- Clarify the description of Monday and Thursday Open Gym sessions in future outreach materials.
- Continue evaluating meaningful participation options for children who may not benefit from highly active group play.
- Strengthen onboarding expectations for new families.

3. Venture Labs Program Development

The Board discussed the future structure of Venture Labs.

Interest from Families:

- Approximately four families have expressed interest in Venture Labs.
- Two recently interested families appear strongly aligned with the program's values and educational goals.
- The Board agreed that Venture Labs needs a clearer structure so it can be communicated effectively to prospective families, volunteers, and donors.

Proposed Three-Phase Model:

The Board discussed organizing Venture Labs around a three-phase educational model:

Phase One – Exposure

- Introduce students to a variety of interesting technical, scientific, artistic, and entrepreneurial subjects.
- Use educational content, projects, kits, and guided activities to help children discover their interests.

Phase Two – Skill Development

- Help students develop practical skills by completing more focused projects.
- Provide structured “missions” that allow students to solve problems, build things, and explore specific areas in greater depth.

Phase Three – Entrepreneurship & Mentorship

- Help students apply their skills in practical ways.
- Connect students with mentors, resources, and professional networks.
- Encourage students to explore ways to earn money through projects, businesses, or other entrepreneurial activities.

Monthly Missions & Educational Kits

- The Board discussed structuring Phase One around monthly themes or “missions.”
- Each mission could introduce a specific concept through hands-on activities, videos, experiments, or kits.
- Potential topics include electronics, robotics, sensors, websites, microprocessors, and other technical subjects.
- The Board also discussed offering remote participation options by sending kits or supplies to students who are unable to attend in person.
- The summer may be used to develop the initial curriculum, organize missions, and fundraise for supplies before launching a more structured program year.

Educational Content

- President Robert has begun creating educational video content.
- The Board discussed aligning videos with Venture Labs missions so that the content can support both student learning and public outreach.
- A clearer program structure should also make fundraising goals easier to explain to donors.

Action Items:

- Robert and Espinosa to collaborate on a proposed Venture Labs structure.
- Develop an initial list of monthly missions, topics, and required supplies.
- Evaluate options for remote student participation.
- Use the summer to prepare curriculum and conduct fundraising for Venture Labs materials.
- Present an updated Venture Labs framework at the next Board meeting.

4. Treasurer's Report

Treasurer Ramsey presented the financial reports for February and March 2026.

February 2026 Summary

Beginning Balance: \$76.55

Incoming Funds: \$155.52

Four donations or member payments processed through Squarespace

Expenses: \$149.52

Google Workspace

Website expenses

Pizza for a community event

Delaware Christian Church facility rental

Ending Balance: \$82.55

March 2026 Summary

Beginning Balance: \$82.55

Incoming Funds: \$116.34

Four donations or member payments

Expenses: \$135.70

Google Workspace

Pizza for the spring kickoff event

Delaware Christian Church facility rental

Ending Balance: \$63.19

Adjustments & Operational Notes

- The current balance is approximately \$54 following the April Google Workspace charge.
- Website hosting has been changed, eliminating a prior recurring website fee of approximately \$26.75.

- Payment processing has transitioned from Stripe to PayPal.
- Existing contributors may need to reenroll through the new payment system, creating some uncertainty regarding future recurring contributions.

Action Items:

- Continue monitoring cash flow.
- Monitor the transition to PayPal and confirm whether recurring contributors reenroll.
- Reflect the updated balance in the next Treasurer's report.

5. Next Meeting

- The next Board meeting is scheduled for late April 2026.
- The Board will review the proposed Venture Labs structure and discuss fundraising strategy in greater detail.

6. Closing

President Robert asked whether any Board member had additional business to discuss. No additional matters were raised.

President Robert offered a closing prayer, expressing gratitude and asking for continued guidance as Launchpad Academy develops an enriching, safe, and faith-rooted environment for children.

Motions:

Motion to adjourn. Moved by Ramsey, seconded by Robert. Approved unanimously.

The meeting was adjourned.

Submitted by:

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Ashley Espinosa, Secretary

Date: 6/8/2026

Accepted by:

Signed by:

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Randolph Robert III, President/Chair

Date: 6/8/2026