

**Minutes from:
Charlevoix Children's House, Inc.**

Executive Board Meeting

*** APPROVED**

Date: Monday, April 10, 2017

Time: 6:00 pm

Location: Charlevoix Public Library, Armstrong Room

Board Members:

Present: Seth Arnold, Lindsay Lewis, Jill Kline, Kristi Epping, Molly Vargas

Absent: Perry Hodgson, Laura Boss, Dianne Dreyer

Others Present: N/A



Proceedings:

1. Meeting called to order at 6:10 p.m. by President, Seth Arnold
2. Arnold motioned to approve 3/6/17 meeting minutes, Lewis seconded the motion and was approved by all
3. Matters for Decision
- 3.1 Discussion of CCH's Open House set for 4/21/17 transpired. Vargas presented potential enrollment for the 2017-2018 school year and stated that there was availability in our 3 year old, 4 year old and kindergarten program. Epping stated the new Open House banners were up in town and pleased with the presentation.

Action Item- Epping will bake cookies for Open House

- 3.2 Epping presented the plans for Bridge Street Blooms Gift Card and HydroRoot fundraiser. Order forms are due 4/27/17 and announced that gift cards and HydroRoot would be distributed in time for Mother's Day.
- 3.3 Discussion of recruitment of Board members for 2017-18 occurred and it was decided upon to add to CCH weekly newsletter to gather interest, then follow-up with facebook post in late summer.

Action Item- Vargas will add Board Membership information to the weekly newsletter to gather interest from CCH families

4.1 Treasurer's Report: Jill Kline

Kline presented Financial Reports as of 3/31/17 and clarified the fundraising balance as of 4/10/17 and discussion followed. Arnold presented the budget draft from Mason, Kammerman and Rohrback and stated finalized financial reports will be complete in May.

4.2 *President's Report/Building, Maintenance & Playground: Seth Arnold*

No Report

4.3. *Vice President's Report:*

No Report

4.4 *Directress Report: Molly Vargas, Directress*

Presented in 3.1 and Vargas announced the upcoming special events in May

4.5 *Website & Marketing: Perry Hodgson*

No Report

4.6 *Scholarships: Dianne Dreyer*

No Report

4.7 *Grants: Lindsay Lewis*

No Report

4.8 *Social & Volunteer: Kristi Epping*

Presented in 3.2

5.1 *New Business:*

5.2. *Old Business:*

Announcements: Next meeting will be held on Monday, May 8, 2017 at 6:00 pm at the Charlevoix Public Library in the Armstrong Room

- Meeting adjourned at 7:48 p.m by Seth Arnold.
- Minutes submitted by Secretary, Kristi Epping.

