**Minutes from:**

**Charlevoix Children’s House, Inc.**

Executive Board Meeting

*\*Final edition- approved*

**Date: Monday, February 10th, 2020**

**Time: 6:00 pm**

**Location: Charlevoix Public Library, Armstrong Room**

**Board Members:**

*Present:* Seth Arnold, Linda Zerby, Amanda Evans, Molly Arnold, Chris Matye

*Absent:* Jill Kline, Dianne Dreyer

*Others Present:* N/A

**Proceedings:**

1. Meeting called to order at 6:12 p.m. by President, Seth Arnold
2. January meeting minutes approved by Arnold and seconded by Matye
3. Matters for Decision

3.1 Furnace update, planning to install later this month

***Action Item:***

 3.2 Fire compliance, Arnold taking care of repairs

 3.3 Tuition update 2020-2021, motion to raise tuition 2% passed

 3.4 open house for new students, Friday April 17th, 2020

***Action Item:***

* 1. *Treasurer’s Report: Jill Kline, absent*
	2. *President’s Report/Building, Maintenance & Playground: Seth Arnold*
		1. Repaired railing on back deck, may need further repairs in the summer

 *4.3. Vice President’s/Website& Marketing Report: Chris Matye*

 *1. sledding social video
 2. Enrollment video advertising*

* 1. *Directress Report: Molly Vargas, Directress*
		1. *Musical fence is ordered*
		2. *Dad’s night February 13th*
		3. *Licensing update*
	2. *Fundraising & Grant: Amanda Evans*
		1. *Long day coffee fundraiser for school, forms due back by march 26th*
		2. *Will reserve October 30, 2020 for Fright Night Fundraiser*
		3. *Need to f/u on catering/bartending bill from FN 2019 and obtain catering quote for 2020*
	3. *Social & Volunteer/Fundraising & Grant: Linda Zerby, sledding social update*

*5.1 New Business:*

*5.2. Old Business:*

*Announcements:* **Next Board of Director’s meeting will be held on Monday, March 9th, 2020 at 6:00 pm at the Charlevoix Public Library in the Armstrong Room**

Meeting adjourned at 7:21 p.m by Seth Arnold

Meeting Minutes submitted by Secretary, Linda Zerby