**Minutes from:**

**Charlevoix Children’s House, Inc.**

Executive Board Meeting

*\*approved*

**Date: 11/11/2019**

**Time: 6:00 pm**

**Location: Pigs Eatin Ribs**

**Board Members:**

*Present:* Chris Matye, Jill Kline, Linda Zerby, Amanda Evans, Molly Vargas

*Absent:* Seth Arnold, Dianne Dreyer

*Others Present:* N/A

**Proceedings:**

1. Meeting called to order at 6:06 p.m. by vice president, Chris Matye
2. September and October meeting minutes approved by Matye and seconded by Zerby
3. Matters for Decision

3.1 none

***Action Item:***

* 1. *Treasurer’s Report: Jill Kline , updated financials*

*4.2 President’s Report/Building, Maintenance & Playground: Seth Arnold* - absent

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

1. need gutters cleaned, will send out email for parent volunteers

*2.* need playground swings updated and also may need shed repairs.

* 1. *Directress Report: Molly Vargas, Directress*
     + 1. We are up for state of Michigan licensing renewal
       2. December 19th Christmas program at Charlevoix Public Library
  2. *Fundraising & Grant: Amanda Evans*

1. Fright Night Fundraising update and totals
2. Giving Tuesday Facebook Campaign donation, set for Tuesday Dec 3rd
3. Will be sending thank you notes sent to Fright Night sponsors
   1. *Social & Volunteer/Fundraising & Grant: Linda Zerby*
4. cottage pottery fundraiser- will contact Paige for weekend availability
5. Charlevoix community foundation, awaiting update on donation

*5.1 New Business:*

*5.2. Old Business:*

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

Meeting adjourned at 7:50 p.m by Chris Matye

Meeting Minutes submitted by Secretary, Linda Zerby