

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

Executive Board Meeting

**Preliminary edition- unapproved*

Date: Monday, February 9, 2015

Time: 6:00 pm

Location: Charlevoix Public Library, Armstrong Room

Board Members:

Present: Dianne Dreyer, Seth Arnold, Molly Arnold, Jill Kline, Perry Hodgson, Ed Bogart, Kristi Epping, Lindsey Lewis

Absent: Shelley DeYoung, Saulo Rozendo

Others Present: N/A

Proceedings:

- Meeting called to order at 6:05 p.m. by Seth Arnold
- January's meeting minutes were amended and approved by Vice President, Seth Arnold and seconded by Perry Hodgson

I. Treasurer's Report: Jill Kline

- Kline reviewed January 2015 Revenue/Expense Report and highlighted the breakdown of the new doors and labor under Repairs and Maintenance. Kline also stated \$500.00 donation from the Kurtz family is posted on the December contributions and Dreyer will write a thank you note and mail a receipt.
- Kline reviewed July through November Reports and discussed the licenses that need to be renewed. Arnold stated the playground license needs to be renewed every three years, fire licensed renewed every four years and due to renew our playground license. Dreyer agreed to research a new company for the playground license
- Kline reviewed bank fees under expenses and Hodgson and Lewis suggested creating a Square account to save on bank and credit card fees. Kline agreed to contact Charlevoix State Bank and meet to create a more effective plan. Lewis agreed to help Dreyer in applying Square to CCH. Arnold also announced that it would be a great time to set-up a paypal account that could also be linked to CCH's website. Perry offered to donate a smart phone to CCH to use for Square and Fright Night
- Lewis asked if we had room in the budget to increase the pay for the classroom aide's and Arnold suggested we create fundraising baseline to add to the budget and earmark for specific items and end each year with a zero balance. Arnold suggested creating 1 year, 5 year and 10 year goals for CCH and Perry suggested adding it to our agenda
- Hodgson and Lewis will created a google doc survey that Molly can include in the weekly newsletter to get parents input on CCH's goals. Arnold suggested holding a meeting



4/13/15 6:00-6:30pm Board of Directors, 6:30-7:30 pm CCH parents to discuss short and long-term goals. Epping volunteered to research salaries of classroom aides and Montessori teachers with the help of Dreyer.

II. President's Report: Shelley DeYoung

- No Report

III. Vice President's Report: Seth Arnold

- No Report

IV. Directress Report: Molly Arnold, Directress

- Arnold announced Dad's Night is scheduled for 2/12/15 from 6:00-7:30 pm at Charlevoix Children's House and have enough volunteers for veggie trays and desserts.

- Arnold stated that gmail account is the valid email address and Dreyer will contact the internet provider update

- Arnold announced the Open House will be in April, after Spring Break and the date has not yet been set by Charlevoix Public School

V. Committee Reports:

Building, Maintenance & Playground Committee: Chair: Seth Arnold

- No Report

Website & Marketing Committee: Chair: Saulo Rozendo

- No Report

Fundraising Committee: Chair: Perry Hodgson

- Dreyer stated that found Fright Night tickets were purchased

Policies Committee: Chair: Shelley DeYoung

- No Report

Scholarship Committee: Chair: Dianne Dreyer

- Dreyer expressed the want to make scholarships more available to all CCH students and more open for all to apply. Molly Arnold brought up extending the deadline for the application until August to give more opportunity for new students that enroll. Lewis brainstormed splitting the scholarship opportunities for returning and new students. Dreyer agreed to have scholarship information available for conferences the first week in March

Grants Committee: Chair: Lindsey Lewis

- Lewis stated that CCH meets the criteria for Charlevoix Community Foundation grant for an outdoor shed and garden project. Lewis researched the cost for both projects and estimated the total to be \$500-1000.00. Lewis suggested a pop-up greenhouse so it could be easily removed when needed, lessons about water conservation and tools and field trips to CSA. Questions were raised about the maintenance of the garden throughout the summer and the weather of spring to have plants for the children to take home. The deadline for the application is 3/1/15, so was agreed upon to apply for the outdoor shed.

Social and Volunteer Committee: Chair: Kristi Epping

- No Report, but hopes to organize "CCH Family Night Out" event in the upcoming months

VI. New Business:

- Kline stated Northwest Academy may be creating a Montessori based preschool

VII. Old Business:

VIII. Public Comment

IX. Announcements: **Next meeting will be March 9, 2015 at 6:00 pm at the Charlevoix Public Library in the Armstrong Room**

- Meeting adjourned at 7:55 p.m by Seth Arnold
- Minutes submitted by Secretary, Kristi Epping.