

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

Executive Board Meeting

**Preliminary edition- unapproved*

Date: Monday, June 12, 2017

Time: 6:00 pm

Location: Charlevoix Public Library, Armstrong Room

Board Members:

Present: Seth Arnold, Lindsay Lewis, Jill Kline, Kristi Epping, Perry Hodgson, Laura Boss, Molly Vargas, Dianne Dreyer

Absent: Laura Boss

Others Present: N/A



Proceedings:

1. Meeting called to order at 6:06 p.m. by President, Seth Arnold
2. Arnold motioned to approve 5/8/17 meeting minutes, Lewis seconded the motion and was approved by all
3. Matters for Decision
- 3.1 Arnold followed up with Ritter regarding our CPS 2017-2019 contract and he stated that he would be in contact by the end of June

Action Item- Arnold and/or Lewis will attend the next Charlevoix School Board meeting

4.1 Treasurer's Report: Jill Kline

Kline presented Financial Reports as of 5/31/17 and highlighted key expenses such as fundraising income from Bridge Street Blooms and HydroRoot. Kline stated current balances and discussion followed.

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

Arnold stated that he contacted Abe Dhaseleer for availability and pricing for woodchips. Vargas asked if we should have the nature trail tended to and discussion followed. Arnold also presented the current budget progress with Mason & Kammerman and will follow up before 8/14/17 to set our budget for 2017-2018. Dreyer offered to call as well to follow up and Hodgson suggested budgeting for future major expenses in our professional budget.

4.3 Vice President's Report:

No Report

4.4 *Directress Report: Molly Vargas, Directress*

Vargas again presented current enrollment for 2017-2018, with a total of 19 students enrolled with six 3-year olds, five 4-year olds and eight kindergarten students.

4.5 *Website & Marketing: Perry Hodgson*

Hodgson will contact Cedar Works to place order and will ship directly to CCH. Epping stated that Epping and Boss families are willing to assemble.

Action Item: Hodgson will finalize CCCF grant application for August 2017

4.6 *Scholarships: Dianne Dreyer*

Dreyer stated one family applied for the scholarship and was awarded in full. Discussion followed.

4.7 *Grants: Lindsay Lewis*

No Report

4.8 *Social & Volunteer: Kristi Epping*

Epping presented the results from our CCH Parent Survey with all positive responses from all 10 respondents.

5.1 *New Business:*

5.2. *Old Business:*

Announcements: Next budget meeting will be held on Monday, August 14, 2017 at 6:00 pm at the Charlevoix Public Library in the Armstrong Room

- Meeting adjourned at 6:50 p.m by Seth Arnold.
- Minutes submitted by Secretary, Kristi Epping.

