

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

Executive Board Meeting

**Preliminary edition- unapproved*

Date: Monday, June 8, 2015

Time: 6:00 pm

Location: Charlevoix Public Library, Armstrong Room

Board Members:

Present: Shelley DeYoung, Seth Arnold, Molly Arnold, Perry Hodgson, Lindsay Lewis, Saulo Rozendo

Absent: Kristi Epping, Jill Kline, Ed Bogart, Dianne Dreyer

Others Present: N/A

Proceedings:

- Meeting called to order at 6:10 p.m. by Saulo Rozendo
- May's meeting minutes were amended and approved by Seth Arnold and seconded by Perry Hodgson

I. Treasurer's Report: Jill Kline

- No Report

II. President's Report: Shelley DeYoung

- Shelley regretfully submitted her resignation as Board President, effective; TBD. She will continue to help in the process of renewing the CCH lease agreement with CPS. Shelley has contacted the Superintendent's office about setting up a meeting, but will not be able to schedule until after new Superintendent's start date which is July 1st.

III. Vice President's Report: Seth Arnold

- No Report

IV. Directress Report: Molly Arnold, Directress

-Enrollment update: There have been a total of 22 students that have applied for the 2015-2016 classroom (8 Kindergarten, 8 Four-year-olds, 6 three-year-olds). Some enrollment is scholarship-dependent, so the numbers may change based on who is awarded scholarships.

-Doug Drenth, CPS Principal, announced his retirement, effective; upon the completion of the 2013-2014 school year. There is no information yet on who will be taking his place. Molly will update the CCH Board when there is new information to share.

-In Dianne's absence, she asked Molly to report that there were 6 scholarship applications turned in, and 4 families qualified. Applicants will be awarded by June 15.



V. Committee Reports:

Building, Maintenance & Playground Committee: Chair: Seth Arnold

- Seth has contacted Abraham Dhaseleer to compare quotes with KP Landscaping for the irrigation project. Abraham will present a revised quote to match the level of work that is necessary and described in KP's quote. Seth will notify the Board upon receipt of the quote for comparison and to bring to a vote.

-Molly brought up the need to have the building sprayed for spiders. Seth will contact a pest control company and present a quote to the Board.

Website & Marketing Committee: Chair: Saulo Rozendo

- No Report

Fundraising Committee: Chair: Perry Hodgson

- Perry discussed the ongoing need for more clarity in the CCH financial reports. Perry will contact Robin at Mason and Kammerman (accountant) to gather past financial reports and will continue to work with Jill on developing a new format for the monthly Treasurer's Report.

-Perry discussed the feasibility of purchasing a new credit card machine. She will research the price of purchasing a tablet and installing Wi-Fi in order to use a service like Square to process credit card payments.

-Saulo will work on developing a Board Calendar so that Board members can be prepared for upcoming annual decisions in advance.

Policies Committee: Chair: Shelley DeYoung

- No Report

Scholarship Committee: Chair: Dianne Dreyer

- No Report

Grants Committee: Chair: Lindsey Lewis

-Lindsay contacted both Oleson's and Family Fare about participating in their S.O.S programs (support our school). Lindsay will send out an email to parents with details after she files the necessary paperwork. She will organize the receipts as they come in to the school.

Social and Volunteer Committee: Chair: Kristi Epping

- No Report

VI. New Business:

VII. Old Business:

VIII. Public Comment

IX. Announcements: The Board decided to cancel the July meeting with the request to have year-end financial reports sent via email. The next meeting will be August 10, 2015 at 6:00 pm at the Charlevoix Public Library in the Armstrong Room

- Meeting adjourned at 7:50 p.m by Seth Arnold, seconded by Shelley DeYoung
- Meeting notes taken by Seth Arnold and submitted by Molly Arnold in Secretary, Kristi Epping's, absence.