

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

Executive Board Meeting

**Preliminary edition- unapproved*

Date: Monday, November 14, 2016

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: N/A

Others Present: N/A



Proceedings:

1. Meeting called to order at 6:05 p.m. by President, Seth Arnold
2. Arnold motioned to approve 10/10/16 meeting minutes, Lewis seconded the motion and was approved by all
3. Matters for Decision
- 3.1 Kline presented the financial reports for 6/30/16-10/31/16 and highlighted expenses throughout these months. Discussion followed and Kline stated she would finalize the 2016-2017 official budget and email to the BOD prior to 12/12/16 and vote to approve. The BOD will meet on 12/12/16 if further discussion is needed the official budget.

Action Item- Dreyer will follow up with Charter to confirm our initial set up fee, review October's treasury expense and Screen Masters bill was not double charged

Action Item- Kline will email the BOD the 2016-2017 budget before 12/12/16 and will vote via email

- 3.2 Epping presented the results of Fright Night 2016 and discussion followed. Epping stated Fright Night 2017 will be set for 10/27/17 and stated Fruk expressed interest in co-chairing the event. The BOD brainstormed changes to improve the event for next year.

Action Item- Epping will reserve a room at Castle Farms and DJ Dr. Party for 10/27/16 and will email BOD with progress

- 3.3 Hodgson made a motion to elect Boss as Policies Committee Chair and all approved.

4.1 *Treasurer's Report: Jill Kline*

Presented in 3.1

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

Arnold stated that Boggart resigned from the BOD via email due to scheduling conflicts. Arnold also suggested recruiting additional board members from parents and Hodgson stated there are community members interested in participating on boards.

4.3. *Vice President's Report/Policies:*

Lewis stated that Arnold cleaned the desktop computer from the CCH office and Lewis would recycle the computer in Harbor Springs.

4.4 *Directress Report: Molly Vargas, Directress*

No Report

4.5 *Website & Marketing: Perry Hodgson*

Hodgson presented the CedarWorks playground equipment grant was awarded by the Charlevoix County Community Foundation and CCH would be responsible for the shipping. Discussion followed and was decided that the playground equipment could be assembled in Spring or Summer 2017.

Action Point- Hodgson volunteered to contact Cedar Works to request more information on shipping and if there would be a NPO rate

4.6 *Scholarships: Dianne Dreyer*

Dreyer stated the deadline for the next application is 12/1/16 and was included in the CCH newsletter.

4.7 *Grants: Lindsay Lewis*

Lewis asked the BOD for any Olsen's slips and would be turning them in soon and Box Tops had an early November due date. Lewis also asked for CCH's Amazon Smile account to be included in the upcoming newsletter for Holiday shopping.

Action Point- Vargas will include Amazon Smile information in an upcoming CCH newsletter

4.8 *Social & Volunteer: Kristi Epping*

Epping asked the

5.1 *New Business:*

5.2. *Old Business:*

Announcements: Next meeting will tentatively be held on Monday, December 12, 2016 at 6:00 pm at the Charlevoix Public Library in the Armstrong Room

- Meeting adjourned at 7:52 p.m by Seth Arnold.
- Minutes submitted by Secretary, Kristi Epping.

