

Meeting Minutes

Board of Directors, Child Care Center in Norwich
Monthly Meeting
Monday, September 8, 2014
5:30-7:00 pm

ATTENDANCE

Present: Executive Director Allison Colburn; Board Members Kate Barlow, Kristin Bornholdt-Collins, Jane LeMasurier, Allison Moskow, Bristol Rayno, Erin Salcone, Julie Stevenson, Wendy Teller-Elsberg; Tuck Fellow Chloe Hansen-Toone.

Absent: Board members Karolina Edjmont, Kelly French.

MINUTES

1. Director's Report: Allison Colburn. There was a discussion of several items in the Director's Report.
2. Consent Agenda: Approval of July 7, 2014 Board Meeting Minutes

Kate moved to approve the July minutes; Allison M. seconded; the minutes were unanimously approved. (There was no August meeting.)
3. Presentation and Election of new slate of officers to comprise CCCN Board Executive Committee.
Allison M. presented the following new Executive Committee slate of officers, which was proposed by the current Executive Committee:

Allison Moskow and Kate Barlow: Co-Presidents Erin Salcone: Vice President Kelly French: Treasurer Wendy Teller-Elsberg: Secretary

Allison explained that the Executive Committee meets the week prior to each Board meeting to assemble an agenda for the Board meeting. Julie moved to accept this slate; Kristin seconded, and the new Executive Committee was unanimously approved.

4. Election of new Board candidate, Karolina Ejmont.
Allison M made a motion to elect Karolina Ejmont to the Board. Erin seconded, and Karolina Ejmont was unanimously elected to the Board of Directors.
5. Discussion of possible closure on Friday, December 26.

This year, Christmas falls on a Thursday. There was a discussion of the question of whether the Center will remain open on Friday, December 26. Most years, actual attendance is very low during the days around Christmas; projections indicate 6 or 7 children will actually attend. With that information in mind, Wendy made a motion that the Center be closed Friday, December 26, 2014, and that this day be considered a mandatory vacation day for staff. Kristin seconded the motion, and the motion was unanimously approved.

6. Brief discussion of Fall Appeal.

Allison explained that the Fall Appeal is a letter to the Center's contacts requesting financial support of the Center. Allison and Allison will work by email on a draft of the text and card, with the following timeline: brainstorm until September 15; finalize by October meeting; hand out cards at the November Board meeting if Board members have not picked them up already.

7. Fundraising Event, October 19, 2014. Committee reports.
Please see google doc regarding Event Planning.

8. Closure of Meeting.

The meeting was officially adjourned.

Upcoming executive committee meeting dates to be decided.

Upcoming Board meetings, all Mondays at 5:30 pm at the Center:

October 6, 2014

November 3, 2014

December 1, 2014

January 5, 2015

February 2, 2015

March 2, 2015

April 6, 2015

May 4, 2015

June 1, 2015 (Annual Corporation Meeting and Board Meeting)