

Board of Directors Meeting Minutes

Child Care Center in Norwich

Monday, August 3, 2015

5:30-7:00 pm at the Center

Attendance

Present: Executive Director Allison Colburn; Board Members Kate Barlow, Mandy Bean, Kristin Bornholdt-Collins, Kelly French, Jane LeMasurier, Julia Rabig, Erin Salcone, Patrick Wheeler

Absent: Board members Paula Holwerda, Tracy Martino-Hsu, Hannah Nadeau; Tuck Fellows Jim Harig, Morgan Holl

Quorum present? Yes (8 out of 11 at the start of the meeting. A quorum is present when more than 50% of Board members are present.)

Minutes

1. Review Director's Report

- Hiring continues to be slow. There are forces at play: low wages, asking more of the staff, pay at schools is increasing. This will always be an issue within this field. The Board will think and talk about ways to encourage staff to remain at the Center. Suggestions varied, from tapping into federal programs to help with loans, creating more staff autonomy within the classroom, and increasing social gatherings.
- Staff training will cost more this year and the center will pay this fee.

2. Approve July minutes

- Kate made a motion, Erin seconded, and the motion was unanimously approved.

3. Vote new members onto the board

- No new members present.

4. Review committee members/status for Easy-As-Pie (please see google doc.)

- Registration form needs to be updated.
- TomTom will get back to the Center on how they can support the run. They are interested and will look into what they can offer. Jane will contact Dave Kitchel at Strava to inquire about potential prize giveaways or financial support.
- Kate will email Youth-in-Action for volunteers.
- Each board members should bring two pies per person. Lou's and the CO-OP provided pies last year. We had 44 pies total. Board members will ask at the supermarkets; Hannafords requires 8 weeks advance notice. We will not advertizing within the center to ask families because we don't want to burden them. Kristin will update the pie request letter.
- Kate will contact Morano Gelato about donations again this year.
- Jane will contact Killdeer about Cider/pie donations.
- Jason spoke with the individual who managed the run in Strafford. Race bibs are cheap -- ~\$20 for 200. This individual has a device that reads the finish times and we can borrow it for free.
- Committees will meet this month and report back at the next meeting.

5. Update on retreat follow up

- The Board will continue to actively search for community members who would be willing to join the strategic planning committee. Bryston and Julie Stevenson are currently on this committee.

6. Fall appeal brainstorm

- Kate provided an explanation to new Board members about the fall appeal process.
- Board members should bring ideas to the next meeting.

7. Fundraising ideas discussion

- Kristin will follow up with this after she gathers more information about what kind of fundraising support Circus Smirkus offers.
- Sharon Whyte hosts a Salam trunk show; she is possibly willing to do a fundraising event for the Center. Kate will speak with her about a possible event sometime in the winter.

8. Staff appreciation event (feedback from Hannah)

- Hannah was absent but she provided feedback that the staff would prefer a gathering that takes place somewhere off site, that does not include children, and is low-key. It could be a potluck or an event type gathering -- like a snowshoe or a tip top pottery night. Staff does not want to do team building activities.
- Erin has offered to host a potluck at her house in October.

9. Adjournment

- The meeting was adjourned.

Upcoming Meeting Dates

• **Upcoming Board Meetings, all 5:30 pm at the Center:**

- August 31, 2015 (to replace September meeting)
- October 5, 2015
- November 2, 2015
- December 7, 2015
- January 4, 2016
- February 1, 2016
- March 7, 2016
- April 4, 2016
- May 2, 2016
- June 6, 2016 (Annual Corporation Meeting)