

Board of Directors Meeting Minutes

Child Care Center in Norwich

June 5, 2017

5:30-7:00 pm at the Center

Present: Executive Director Allison Colburn; Board Members, Jane LeMasurier, Julia Rabig, Hannah Caldwell, Lily Trajman, Paula Howlerda

Tuck Interns: Brian and Jenn

Absent: Board Member Tracy Martino-Hsu, Melanie Michel, Patrick Wheeler

Minutes: Jane makes a motion to approve May minutes, Lily seconds, minutes approved.

June Meeting Agenda

--Lizann Peyton and Allison presented strategic plan to those attending annual meeting
and answered questions

--Approve May Minutes

--Thank you to Board Members and Tuck Interns who will rotate off!

--Vote New Executive Committee

--Fun Run Follow Up

--Wine Tasting Event

Board Thanks and Recruitment:

Jane thanked those who have served and are now stepping down. Noted that CCCN is downsizing to smaller board, but as we think about longevity of the board, and preserving institutional memory, we need to target recruitment.

Teachers can spread the word to join the board. Time commitment is once a month.

Thanks to Brian and Jenni, who saw acquisition of new database through to fruition; Thanks to Melanie and Patrick; Thanks to Paula, expert in PR, Facebook, and getting word out. Hannah may discuss with Alison and Paula taking over Facebook; page needs to be updated, gives more tools to nonprofits

Vote in new executive committee:

Slate: Lily as new treasurer, Julia as secy, and Jane as chair

Paula makes motion, Hannah seconds, slate approved

Fun Run Follow Up

Made \$4300 as opposed to \$1000 in previous years!

Jane thought it was best yet, venue was easy to unload, set up.

She has booked it for next year, Saturday before Mother's Day

Everyone agrees that the gift baskets real draw! Mother's Day, Spring Cleaning, and Find your Zen were the most popular, Lily notes.

Agreement that the bubbles were also popular and should happen again; down the road, the event could grow to have music.

Registration through Eventbrite: Paula reports that not all used it, but Allison notes they brought in \$700 on Eventbrite, and Lisa says it makes registration easier.

Lisa reports only glitch was credit card; Lily will have husband make webpage for run and we can add Paypal—Allison thinks center may already have paypal.

Discussion of using Little Green Light instead for registration because it has that function, but Allison says eventbrite worked well.

Improvements for next year:

Even bigger banner with CCCN name.

Jane suggests turning it into community event, not just run for Center, but something people look forward to the Sat before mother's day.

Touch a Truck—Norwich Rec brings in fire training truck, excavator, etc. Lily suggests we may want to do that the same day as we do Fun Run; will speak to Jared Dunn about that, and Jill.

We need water!!!! Get a sponsor for this next year.

Market pie and bake sale items more: Table of pies to sell, continue bake sale, promote pie, suggested donation for piece.

Kids run: Provide medals for all kids—everyone needs their prize!

Allison notes that Kristin donated pie cutters, they're at the Center permanently.

Lily reminds people to keep lawn signs and change date for next year.

Paula will put info on Easy-as-pie gmail address and password: Montshire

Thanks to sponsors:

Lily will post the thank you form; Allison can provide official tax receipt.

Wine Tasting June

Tickets are available at Center and D&W.

Other Fundraising Ideas:

Norwich Inn fundraiser dinner—Lily will pursue; Allison says this is great because it reminds people we're one of town nonprofits; Late summer (August) deemed a good time for this.

We could also try other restaurants, such as Ramunto's. A former center family worked there and helped with fundraising in the past.

Allison said in past we also had take-and-bake nights: People would order, pick pies up at center, and center would get part of it.

Co-op: Could we be on pennies for change?

D&W: Remind people to take receipt, write Child Care Center, and drop it in box to get on the list of pennies for change.

Meeting in July

Board determines to skip July and resume in August. Jane and executive committee will continue to work with Allison on fee structure, recruiting board members, and implementation of goals.