

Board of Directors Meeting Minutes

Child Care Center in Norwich

March 4, 2019

5:30-7:00 pm at the Center

Present: Executive Director Allison Colburn; Board Members, Hannah Caldwell, Marisa Donovan, Jane LeMasurier, Julia Rabig, Katie Crouch

Tuck Interns: Linda Monteiro

Minutes: Approval of Feb minutes: Marisa motions, Jane seconds, all approved.

Fundraising—Spring Carnival, May 11

- Jane suggests: Spring Spree for title, all approve.
- Ticket pricing—discussion about how to meet goal, keep it easy to manage and accessible.

Decided:

- Admission \$5/person and \$20/family
- Kids get a ticket for each activity and then they can buy more at \$1/each for more crafts and pony rides. If we can't arrange pony rides, then no extra tickets.

With 50 families, this is only \$1000, so we need more revenue sources to meet our goal of \$3000. Other revenue streams:

- Raffle—go hard selling tickets, try to sell \$1000; good prizes, sell at Co-op, Dan & Whit's, CCCN
- Food truck cut?
- Bake sale—maybe a couple hundred.
- Pony rides: Allison would have to check with insurance; we'd have to get approval from town, Marisa will ask family about Jazzy or Pinata; additional \$5.
- Craft: Maeve's mom [Megan's]—did polaroid pictures, would she agree to do it again?
- Bibs online—numbered. Allison will check to see if we have enough.
- Linda will contact balloon animal person.
- Facepainting: Hannah would be willing.
- Jane following up with Tony Daigle about permits and Brie about Fun Run

• Ideas for future fundraisers:

- Katie: Has seen dog fashion show work for fundraiser—consensus that this would be fun, but we should do it in the fall as its own event, could tie it to Halloween and get donations from vets, pet stores.
- Sell mugs with school pictures—could be tied to the Field Days

Director's Report: VT pushing to increase lead testing in schools. CCCN has been testing for years and we know it's virtually lead-free. But new state leg is pushing through tougher standards than the fed standards and will test from every tap in a bldg. twice. This could be very

expensive and complicated with more than one standard. Working on enrollment, hiring ongoing.

Tuck Intern Update: Linda is putting together a calendar, color-coded for fundraising, meetings, etc. based on what she gleaned from Google Docs. She has added others, like board-recruitment, strategic planning.

Strategic planning: July 19-June 2020 year; Come up with a theme; think about mission of the organization; pillars that contribute to it; strategic goals for each of these.

Linda will put this on Google Drive for us to add to.

New Board Member: Marisa motions, Jane seconds, all approve. Katie Crouch is on board!

Executive Session: Board goes into executive session; Allison and Linda invited to stay; Marisa moves to leave executive session.

Next steps:

- Marisa: Food truck, VT munchies and others, find out if pony available, raffle tickets
- Allison: connect with Maeve's mom about crafts; figure out whether Facebook boost works
- Jane: Brie
- All following up on raffle asks—add Montshire.
- Send Allison requests of what we want to see for budgeting process

Worker's Comp Insurance Vote: Marisa asks members to vote to exclude board members from workers' comp: Jane makes a motions, Katie seconds, all approve.