**Minutes from:**

**Charlevoix Children’s House, Inc.**

Executive Board Meeting

*\*Final Edition*

**Date: Monday, December 9th, 2019**

**Time: 6:00 pm**

**Location: Charlevoix Public Library, Armstrong Room**

**Board Members:**

*Present:* Seth Arnold, Linda Zerby, Amanda Evans, Molly Vargas

*Absent:* Chris Matye, Jill Kline, Dianne Dreyer

*Others Present:* N/A

**Proceedings:**

1. Meeting called to order at 6:03 p.m. by President, Seth Arnold
2. November meeting minutes approved by Arnold and seconded by Zerby
3. Matters for Decision

3.1

***Action Item:***

3.2

***Action Item:***

* 1. *Treasurer’s Report: Jill Kline n/a, absent*

*4.2 President’s Report/Building, Maintenance & Playground: Seth Arnold* no report

*4.3. Vice President’s/Website& Marketing Report: Chris Matye, n/a*

* 1. *Directress Report: Molly Vargas, Directress*
     + 1. *Christmas program update*
  2. *Fundraising & Grant: Amanda Evans* 
     + 1. *Awaiting final bills for bar/catering for fright night*
       2. *Need graphic design bill paid for fright night*
       3. *Giving Tuesday update: 1,320.00 current total*
       4. *Facebook birthday fundraiser need final total of amount raised*
       5. *Long Day Coffee fundraiser advertising*
  3. *Social & Volunteer/Fundraising & Grant: Linda Zerby*
     1. *Cottage pottery fundraiser follow up on amount raised*
     2. Charlevoix Community fundraiser check f/u

*5.1 New Business:*

*5.2. Old Business:*

*Announcements:* **Next Board of Director’s meeting will be held on Monday, January 13th at 6:00 pm at the Charlevoix Public Library in the Armstrong Room**

Meeting adjourned at 6:23 p.m by Seth Arnold.

Meeting Minutes submitted by Secretary, Linda Zerby