

**Minutes from:  
Charlevoix Children's House, Inc.**

**Executive Board Meeting**

*\*APPROVED*

**Date: Monday, March 11, 2019**

**Time: 6:00 pm**

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

**Board Members:**

*Present:* Seth Arnold, Chris Matye, Kristi Epping, Amanda Evans, Molly Vargas

*Absent:* Jill Kline, Dianne Dreyer, Linda Zerby

*Others Present:* N/A

**Proceedings:**

1. Meeting called to order at 6:02 p.m. by President, Seth Arnold
2. February meeting minutes approved by Arnold and seconded by Matye
3. Matters for Decision
  - 3.1 CCH Open House

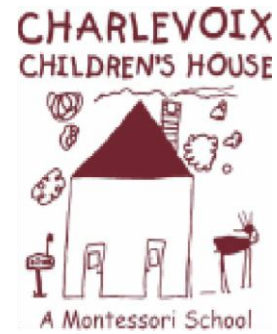
Vargas stated the Open House date has been set for Friday, April 12, 2019 and asked for the event page to be created on Facebook. Epping volunteered to create the fb event page, as well as touch base with Screenmasters to create banner to be posted by 3/28/19.

***Action Item: Epping will create and Open House facebook event page and promotional banner***

- 3.2 Long Day Coffee Fundraiser

Evans stated she would email families a reminder for the Long Day Coffee fundraiser and Matye shared that our CCH blend is present on the Long Day Coffee website. Matye will also post details on the Charlevoix Children's House website.

***Action Item: Evans will email CCH families a reminder and Matye will add Long Day Coffee fundraiser details to our website***



*4.1 Treasurer's Report: Jill Kline*

No Report

*4.2 President's Report/Building, Maintenance & Playground: Seth Arnold*

Arnold presented his positive conversation with Aaron Gaffney, Superintendent of Ellsworth Community Schools. Arnold stated that ECS is happy with our partnership and will be voted upon at a future board meeting. Vargas stated that she would contact Gaffney to inquire 2019-2020 kindergartners would enroll during the Open House on 4/20/19. Discussion transpired. Matye and Vargas expressed concern over ice build-up on the roof of the schoolhouse and discussion followed. Evans and Matye will bring ice removal tool and Matye will clear above the doorways on 3/12/19

*4.3. Vice President's/Website & Marketing Report: Chris Matye*

Matye presented an update on video footage captured for our Long Day Coffee fundraiser promotional use and ideas for informational video on the content of our program. Discussion followed with key points on advertising and social media presence.

*4.4 Directress Report: Molly Vargas, Directress*

Presented in 3.1

*4.5 Fundraising & Grant Amanda Evans*

Presented in 3.2 and Evans presented Castle Farms sponsorship opportunity for Fright Night 2019 and our application has been submitted. Discussion followed

*4.6 Social & Volunteer/Fundraising & Grant: Kristi Epping*

No Report

*5.1 New Business:*

*5.2. Old Business:*

**Announcements: Next Board of Director's meeting will be held on Monday, April 8, 2019 at 6:00 pm at the Charlevoix Public Library in the Armstrong Room**

Meeting adjourned at 6:30 p.m by Kristi Epping.  
Minutes submitted by Secretary, Kristi Epping

