

Merri Loo Community Pre-School Board of Directors
Meeting Minutes
September 2019

Present: Lorraine Cottle (Director/Teacher), Christa Whitcomb (Teacher) Trina Bird (President), Kim Bolduc (Vice President), Aimee Gaudette (Registrar), Christine Patane (Treasurer), and Pia Twomey (Secretary) Stephanie Rush (Fundraising Coordinator)

Absent: Heidi Bourque (Teacher)

Agenda

1. Teacher Salary discrepancy

- a. In a clerical error the teacher salary was not updated in the latest round of contracts
 - 1.a.i. The calculations of what these salaries should be was devised by the 2013 secretary and her formula for calculating salary and hourly wages isn't clear to Lorraine or to our accountant
- b. In We owe Lorraine \$3,810.60 and we owe Heidi \$3,757.05
 - 1.b.i. Board votes to pay salary monies owed to both Lorraine and Heidi immediately from our savings account

2. Pumpkin Regatta

- a. will be held on 10/19 and 10/20
 - 2.a.i. board agrees to rent a booth for that Saturday (10/19) from 9-4
 - 2.a.i.1. Christine and Lorraine are available all day
 - 2.a.i.2. Aimee is available from 12:30-2
 - 2.a.i.3. Trina may be available after 2:30
 - 2.a.i.4. Christa may be available for some part of the day
 - 2.a.ii. Trina will put up a sign up sheet for parents to volunteer to cover the booth for segments of the 9-4 time as needed
 - 2.a.iii. Lorraine will decide on a small craft to offer perspective students

3. Trunk or Treat at MAES

- a. Kim will contact PFT president of MAES to see if Merri Loo can have a booth at Trunk or Treat

4. Touch a Truck and Super Science Spectacular venue issues

- a. there will be a significant increase in rental price and janitorial hourly rates for both MAES where we usually hold SSS and MVMS where we usually hold TaT
- b. Stephanie has been in contact with the SAU19 to determine exact pricing for events as their listings are vague
- c. Other venue ideas
 - 4.c.i. New Boston- might be too far of a drive for goffstown residence
 - 4.c.ii. Parks and Rec center- might be too small for SSS and silent auction, small parking lot
 - 4.c.iii. Shaws or Hannaford parking lots
- d. Other fund-raising ideas in lieu of SSS and TaT
 - 4.d.i. possibly combine both events to cut down on rental costs
 - 4.d.i.1. might rent port-o-potties instead of paying a janitorial fee (Kim has a contact she can check with)
 - 4.d.ii. possibly combine silent auction with a yard sale at Merri Loo, nix SSS
 - 4.d.iii. possibly a 'night out' at a restaurant and silent auction, nix SSS
- e. Board will brainstorm possible new venues or possible new fund-raising ideas for next meeting

5. Issue of no Silent Auction Coordinator

- a. Trina will go over the silent auction coordinator's tasks and assume the duties of mail outs
- b. Board members will take on the responsibility of soliciting potential donors

5.b.i. Trina will create a google doc to keep track of all the potential donors and donations the board as a whole has received so that we stay on the same page

6. Minutes for October and November board meetings

- a. board has agreed that someone (not specified) will record, type, and distribute meeting minutes for the months of October and November as Pia will probably not be able to attend

7. Next Board meeting

- a. From now on board meetings will be scheduled for the 3rd thursday of every month unless a significant amount of board members can not attend
 - 7.a.i. This will exclude the December informal board meeting, date TBD
- b. Next meeting is scheduled for October 17th