

**Merri Loo Community Pre-School Board of Directors**  
**Meeting Minutes**  
**November 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. Silent Auction**

- a. Trina removed almost half the businesses listed on past auction request documents because they had not donated anything in years or ever
- b. Board members will review the businesses on the document Trina emailed out and contact her to add businesses they think could be potential donors
  - 1.b.i. the owner of the Shakseen sends their son to Merri Loo, they may be willing to donate
  - 1.b.ii. Lorraine will include a request in the next news letter for any Merri Loo families that have their own businesses or who think their employees would be willing to donate
  - 1.b.iii. Trina will ask Trader Joes next time she's there
  - 1.b.iv. Kim will contact Sawyers and Putnams
- c. Board members suggest that the Silent Auction Coordinator be made a board position as it is so time consuming
  - 1.c.i. The SAC would then receive board member coop rates
  - 1.c.ii. The potential to have the same SAC for multiple years in a row would be greater if it were made a board member
    - 1.c.ii.1. This would benefit Merri Loo as there would be consistency in the SAC fundraising efforts and may aid in maximizing the money raised

**1. Registration Date**

- a. Scheduled for February 22
  - 1.a.i. Aimee and Christine will be an attendance

**1. Fundraising efforts**

- a. Wreaths
  - 1.a.i. sales has made a gross profit of \$910
  - 1.a.ii. Pia suggests we look into doing something with this company or a similar company for Easter as the profit margins are so high
- b. Beef stick
  - 1.b.i. sales have almost reached return on investment
  - 1.b.ii. Stephanie suggests we give Merri Loo families a survey to determine the likelihood they would solicit friends and family for orders
    - 1.b.ii.1. If we could get individual orders instead of buying bulk quantity then selling we would eliminate the risk that we'll be left with product surplus
- c. Restaurant night
  - 1.c.i. Board agrees that a restaurant night would be more enticing to families than making the holiday open house a selling event (selling food and/or cookbooks)
  - 1.c.ii. Margaritas gives 20% back on school coop nights
  - 1.c.iii. Stephanie will look into other restaurants that do coop nights and find the best return percentage

**1. Yoga**

- a. Christa suggests we bring back yoga for the students
  - 1.a.i. Christa could become a certified yoga instructor online for \$190 and teach the students

- 1.a.ii. She will reach out to other yoga studios (Mountain Base and others) to determine cost of sessions and present at next board meeting for a vote

**1. Reimbursements**

- a. Christine requests reimbursements for
  - 1.a.i. country meat- board approves
  - 1.a.ii. double coop for husbands weekend cleaning- board approves

**1. Stand in parent helper**

- a. Cameron's mother has been filling in frequently as parent helper when other PH's can't make their allotted days
  - 1.a.i. The family has already paid their non coop tuition in full for Cameron
  - 1.a.ii. As her younger son Ryker will begin nursery this January the board agree we will discount his tuition to reflect her coop for the first half of the school year

**1. Future board meetings**

- a. December scheduled for 12/18 at Lorraine's house
- b. January scheduled for 1/15