



## GENERAL MEMBER MEETING MINUTES

Monday May 10, 2021 6:30PM Via Zoom

### Call to Order

- The virtual meeting was called to order by Emily LeFlem at 6:30pm.
- Attendees: Emily LeFlem, Matt Colby, Lindsey Tompkins and Colleen Gagnon

### Review of Prior Meeting Minutes

- The attendees reviewed the meeting minutes from the April 12, 2021 Member Meeting.
- Motion: Emily LeFlem made a motion to approve the April 12, 2021 minutes. Lindsey Tompkins seconded the motion. There being no discussion, the motion carried unanimously.

### Report of the Officers

#### Treasurer's Report

Ms. LeFlem provided the Treasurer's Report from April 2021:

	<b>Citizens Bank Checking</b>
<b>Balance as of 4/1/21</b>	<b>\$15038.31</b>
<b>Deposits</b>	<b>\$50.00</b>
<b>Disbursements</b>	<b>0</b>
<b>Balance as of 4/30/21</b>	<b>\$15088.31</b>

Teacher Appreciation week: This was very successful. Mrs. LeFlem reported that she has not yet compiled the expenses from teacher appreciation week. The expenses did not exceed the \$1,500 budget. For the prizes Mrs. LeFlem bought a \$25 gift card at local businesses and asked them to match it. This enabled there to be more prizes to give out to staff. She will deliver the prizes to the school and put in to be reimbursed for the expenses.

## **Unfinished Business**

- Recess Shed: Looking to have this for the Fall. Committee will decide where the shed will go before the end of the school year. To be discussed at the June meeting.
- Teacher Appreciation week: Mrs. LeFlem will send thank you notes to local businesses who donated gift cards. Possible ideas for next year to do a similar week: coffee bar, soda bar where staff can make their own, fruit, more food, food/drink around the world, camping theme, BBQ, Food Truck
- Activity Day June 7th-11th: volunteers needed 4 each day from 10:30-12:30 M-F. Activities will be bubbles, chalk, spoon/water balloon race, planting, obstacle course, popsicles. Emily will begin to gather supplies. There will be a maximum of 6 cohorts out at recess at one time. Emily will let committee members know what she needs for help to compile activities.

**Emily LeFlem made a motion to allocate \$750 or less toward activity day. Matt Colby seconded the motion. There being no discussion the motion passed unanimously.**

## **New Business**

- Election at June meeting
- New Members. Emily LeFlem is concerned she will not have enough time to continue in the role as president next year. Committee is looking for new members and some new members interested in serving as officers.

## **Action Items**

- Schedule Robot Derby -Spring
- Recess Shed

- Activity Day: June 7-11- get volunteers 4 per day, save milk cartons for planting, purchase supplies, coordinate activities, popsicles
- New Members-make posts to encourage new members, create orientation packets

## **Adjournment**

- Our next meeting will be virtual on Monday June 14, 2021 at 6:30 pm.
- There being no further business, the meeting was adjourned at 7:08pm

Submitted by:  
Colleen Gagnon

Date: 5/23/21