MANO EN MANO HAND IN HAND

BOARD OF DIRECTORS MEETING MINUTES
July 7, 2010

51 Main Street
Milbridge, Maine 04658
Call to Order—5:45 p.m.

1. In Attendance: Sasha Alsop, Morna Bell, Chloe Dowley, Eric Kelley, and Ian Yaffe (ex-officio). Apologies: Beth Russet.

2. Approval of the Minutes
   a. Modification: It is noted that Eric did call in to say that he would not be able to attend the June 5th board meeting.
   b. VOTE: Minutes were approved unanimously.

3. Review of last fundraising minutes. Discussion about t-shirts - polo vs. regular. The t-shirt would be have to be approved by the board. We talked about who could design it (maybe Olivia?) or have a contest with kids for the design. There was some concern about who would buy them and would there be a concern about being a target if you were wearing a MeM shirt? Ian suggested that it might not be a fundraising endeavor but rather an image one because there is always the possibility that we won't make money on it. What about pre-selling the t-shirt so that we won't have to take a loss on it?

4. Scholarship Update - $1000 scholarship award to Maria Mandujano (Chewy). It is reiterated that the total amount of $1000 would be awarded each year and can be split up. We will, in the future, be asking for an acceptance letter to college. We will continue to fund Olivia and Leticia Perez at $1000 each. Maria will be the first person from hometown in Mexico to graduate college.

5. Finance Update - will be postponed until next time so that Arthur can give his comments and concerns about the financial records. Arthur has looked them over and MEM has addressed any of his concerns.

6. Ian is taking 3 students to IEI tomorrow. One of the students was funded by MEM. Ian was able to find funding for the other 2 students to go to IEI through the state. MEM will pay fixed costs and additional funding for food.

7. Housing update is that the funding is secured. The plans have just been issued to USDA and the USDA has to issue comments to the architect by July 16th and the architect has to respond by July 23rd. If everything is correct the the bidding will begin by July 31st and last for 3 weeks. The timeline is 10 months so that allegedly it would be ready by next summer.

8. Website is completely redone. There has been a technology update with new equipment. Files and security are now better preserved. Google Docs now has our library of documents. We are averaging 50-60 hits on our website.

9. We have 3 people joining our staff with 2 more to join. The coordinator for the summer ESL program has extensive experience. The Milbridge ESL teacher has been hired as well as a Sumner Adult Ed teacher. 9 other applications for the last position. They will start on July 20th.

10. Grants. We have secured additional funding. We originally started with around 90K budget. See Request to Modify 2010 Budget. Budget modification request was approved.

11. All the grants will go out after August so after that time Ian's hands are tied.

12. Mother's Day Event follow-up. Eric said that he couldn't hear a lot of the program. The microphones and speakers need to be better. Chloe said that the board needs to be more involved next year. Ian said the performance might not have been too long - a lot of the participants didn't want to use the mic. The position of the speaker needs to be moved. Maybe participants should be on the stage. We might need to rent a sound system for next year.

13. Housing Assistance Council Follow-up: Ideas were board development committee and having everyone to chime in at the end of the meeting. It might be nice to have a review or highlight of the good ideas that came up during that training.

14. We approve the resignation of Dede Ragot with regret.

15. We approve the resignation of Yesenia Florez with regret.

16. Board terms discussion will be tabled until next meeting.

17. It would be easier to have the board meetings on the second Wednesday of every month for Ian so that a full financial update can be given each month. The next board meeting will be on August 11th at 5:30pm.

18. Next meeting we will need to talk about the board retreat.

19. Milbridge Days - there will be a parade on Saturday, July 31st. Parade starts at 11am and we will meet up at 10am at the office. MEM will have a float in the parade.

20. Farmers' Market suggested that we set up a booth on any Saturday in the month of August. Morna will sit at the booth and will be in touch with Beth about it.

21. We are tabling Arthur's financial report, board terms, board development committee, and housing assistance.

22. Maria would like to set up a portal for shopping that MEM would benefit from and she would like to do a presentation to the board about it. The board respectfully declines the invitation for the presentation.

23. Board voted to adjourn at 7:30 p.m.