

Concord Carlisle Neighbors Club
Board Meeting 7-11-17
Trail's End Cafe

Board Members:

Present: Eve Isenberg, Former President; Sven Olson, President; Suzanne Jones, Former Treasurer; Shawna Pelton, Communication Coordinator; Janine Olson, Membership Outreach; David Rosenbaum, Webmaster; and Judy Sum, Former Newsletter Coordinator; Dan Stapleton, Treasurer; and Carolyn Schweitzer, Secretary

Absent: Lauren Wood; Kim Donovan Haverstock, Member at Large; and Suzanna Kamon, Member at Large

Quorum present: yes

Status Updates:

Board Transition

Status of bank account signing – *Dan reported that this was done.*

Incoming email triage – *David confirmed that incoming emails to info@cc.org would go to Sven, David and Janine. Janine will respond to potential new members with the welcome statement. Janine will cc Kim Haverstock on email response welcoming potential new members.*

What else is open? *Eve presented the CCN President Binder to Sven and the CCN Secretary Binder to Carolyn.*

Treasurer Update – *Dan wants to create a way to track spending authorizations and potentially implementing a vote ID code for approving future expenditures. For example, if we have two votes approved at an upcoming meeting they could be identified as:*

- *AUG17:1 – Dan Voted Treasurer*
- *AUG17:2 – Ladies Night budgeted \$50 a month from September 2017 to June 2018.*

As members spend money on events they could reference the vote id: i.e., AUG17:1, AUG17:, etc., in the expense report. Discussion occurred and it was agreed this is a good idea and should be revisited at next Board meeting. Dan reviewed the expense report (attachment 1) and noted that our expenditures were higher than income for the month. Several Board Members indicated that is typical for end of the year activities. At the end of August and during the month of September we will pick up renewals and should see more income during that time.

Membership survey results – *Shawna Pelton presented survey results and the summary is attached to these minutes (attachment 2). Board discussed the possibility of redoing the survey and targeting members that haven't attended any events. David confirmed there is a way to target that group.*

Advertising/Sponsorship - Janine

Advertising/Sponsorship – *We have two potential new sponsors that Janine is working on. Janine encouraged all Board members to think about, and recruit new sponsors.*

Advertising Policy - *Businesses may join CCN for \$500 per year to advertise on our website or \$250 per year to sponsor an interest group page i.e., Gourmet Club. We have the potential to list nine sponsors on the main page of the website.*

Sharing the Ad/Sponsor Workload – *All Board members should actively seek new sponsorship of CCN.*

Communication

Newsletter? Who will do it? – *Shawna agreed to take on the Newsletter.*

Facebook – *Shawna continues to update and manage the CCN page.*

IT

Website transition - *David continues to look at our options and will keep the Board posted. David suggested reaching out to renters in Concord and Carlisle. Everyone agree this is a good idea and we should pursue ways to contact renters. Ideas suggested included posting flyers around town, posting an ad in the weekly bulletin at the elementary schools, etc.*

Social

How did the potluck go? – *Great event. People enjoyed the outdoor games.*

Special Interest Group Activities? – *Theatre Group was suggested as an activity group. Discussion about attending scheduled events such as the Verrill Farm Stone Soup Dinner and purchasing a table took place. Other ideas included attending a harvest festival, apple picking, etc.*

For Discussion:

Fall meeting schedule and in to 2018 – *The Board will meet on the second Monday of the month at 7 – 9 p.m. at the Concord Public Library. Dates:*

Fall events (put a Fall club event on the calendar... who wants to host?) - *Dates TBD:*

- *Judy agreed to host game night in the fall.*
- *David will organize a beer tasting.*
- *Carolyn will organize a wine tasting potentially at Fern's in Carlisle.*

Fall Newcomers Party – Saturday, September 23rd 7 p.m. start time. Back up date: Saturday, October 14th. Eve will contact Yvonne to find out if she is willing to host the event.

How to get members, other than the board, to offer to host events – (Suzanne) did not see that addressed in the survey - i.e. What talents/ interests do you have, etc. and would you host an event and then more importantly collect their contact information.

Redoing the survey should address these concerns.

Other New Business / Adjorn

Meeting adjourned 9:00 p.m.

Minutes submitted by: Carolyn Schweitzer