

ARLEE COMMUNITY DEVELOPMENT CORPORATION

Board Meeting Minutes

January 14, 2008

LOCATION: Arlee Alliance Church, McMurtrie St., Arlee, MT

BOARD MEMBERS PRESENT: Donna Mollica, Shaun Kendall, Paul Mollica, Carol-Lynne Toleno, Stacy Olson, Lisa Samsel, Deb Little-Starratt

BOARD MEMBERS ABSENT: Jennifer Schall

MEMBERS PRESENT: Judy Fundingsland, Kelley Brown, Kim Folden, Lisa Lawrence, Amy Lisk

A quorum was established.

Stacy made motion to approve December's minutes as emailed. Carol-Lynne 2nd and all were in favor.

Officer Reports

President:

- Management Concepts:

-Donna proposed that the board adopt the budget we have now with a revision to be made in February. Shaun 2nd the motion and all were in favor. With that approval Kelley has approval to make purchases for the office including a Costco Membership and taking online grant writing classes as these types of purchases are built into the budget.

-Kelley and Donna are working on Goals and Objectives to the Administrative Assistant position and will present them at the February meeting.

-The Executive Committee and Kelley will run the day to day operations of the CDC with assistance from Kelley.

-Donna would like a group, possibly the Executive Committee, to meet to discuss her doing consulting work, grant writing, etc and being paid for it. She will still volunteer a certain amount of hours each month to the CDC. Donna and the Executive Committee will meet and have a proposal for the February meeting.

- Outreach:

-Donna proposed that she and Kelley do a mailing to Arlee community box holders by February's meeting which would include requests for membership and donations. Tony Hoyt had suggested to Donna to include a collage of pictures. Shaun will research the possibility of doing this by bulk mail. Carol-Lynne 2nd the motion. All were in favor.

-Npustin:

-The Heart of the Bitterroot is out. Other states are hearing about it.

-The Npustin board is working on other projects and grants. They want to pay the CDC to do administrative work.

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- They are using the proceeds from the cd for website design, postcards to be mailed to schools, marketing and development of a study guide.
- Lake County Community Development Corporation: It is important to be a presence at their meetings. Carol – Lynne and Deb agreed to rotate attending meetings.

Kelley is going to look into the Missoula Community Development Corporation and find out when their meetings are held and to see about someone from the CDC attending.

Vice President:

Paul has sent out the press release for the Chocolate Lover's Festival. He has also updated our website.

Secretary:

Kelley gave her resignation. Donna made a motion to accept the resignation and Paul 2nd it. All were in favor. Carol-Lynne is willing to step in as Secretary for now. While Kelley will be writing minutes as Administrative Assistant, the Secretary's role is important as she/he is needed to sign contracts. Donna made motion to accept Carol-Lynne as Secretary. Deb 2nd the motion. All were in favor.

WE NEED BOARD MEMBERS! Please think of people we could recruit especially those with expertise such as accounting and legal. We currently have 8 board members. The minimum number is 7 and the maximum number is 14 according to the bylaws.

Treasurer:

The books balanced once again! Shaun plans on moving another \$10,000.00 into a CD, Shaun will talk with Andrew at the bank about the need for Carol-Lynne's signature as she will be out of the country for a month. Denny's son-in-law still has not cashed the check sent to him for the Microsoft software he purchased for us at his employee discount. Donna will ask Denny to check with him to be sure he received the check.

Committee Reports

Jocko Valley Trails: Carol-Lynne presented for Gary Decker who is now the chairperson. His phone number is 726-4149 for those interested in helping with this. The next Jocko Valley Trails meeting will be held January 23rd at 7:00pm at The Hangin' Art Gallery. An expert from Billings will be attending to share his expertise on planning these trails.

Holiday Decorating: Carol-Lynne said there was a lot of vandalism this year. Charlene Hanson's tree and the trees at the parks were vandalized. Kelley is going to look into finding out about having plugs put into the street lights so that we can put decorations up and out of the hands of vandals.

There was discussion of the need to coordinate with both Mission Valley Power and the Montana Department of Transportation so we can request power in street lights and possibly get money to put decorative street lights in the Arlee section of the new

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Highway 93. It is also important for us to coordinate with them to be sure we get landscaping which was budgeted for our area. Kelley will do some research to find out who we need to contact at Mission Valley Power and with the DOT about these items.

New Year's Eve Party: Carol-Lynne said the party was a lot of fun. There were people of all ages in attendance. Families really appreciated having a place in Arlee for the whole family to attend that was alcohol free. \$280.00 was raised of which \$75.00 will go to The Hangin' Art Gallery for rent. The money will be placed in the beautification account and is earmarked to go towards plants and watering when the new highway comes through.

Chocolate Lover's Festival: Philippa, Lisa Samsel, Jo Crawford, Judy Fundingsland and Deb Little-Starratt are on the committee. Since Carol-Lynne will be out of town, the committee needs to coordinate through Kelley. Carol-Lynne, who will be out of town, said they all have their assigned duties. There is an auctioneer and decorations. Jo had the paperwork. It would be good to know who is going to enter an item so we are sure we have enough. Deb said she will call people. Next year there needs to be a chairperson who is here for the festival as Carol-Lynne is generally gone at that time of year.

Summer Camps: Donna suggested that Philippa Crawford, Josy Mann and Jenny Meyers meet with her next Tuesday to discuss camps. Npustin wants to be involved. Once they have a chance to plan programming they will then meet with Deb Espinoza about partnering for the camps. Grant support will be needed.

Food Buying Club: Amy Lisk has set this Saturday, January 19, 2008 at 10:00am at The Hangin' Art Gallery for the next meeting. People can order at that time or they can place an order and leave it at The Gallery by January 22nd. If you want an item and would like to split it with others, it would be best to attend the meeting. There are catalogs and order forms at The Gallery. Make sure checks are payable to The Hangin' Art Gallery and include the 5% handling fee. Delivery will be Friday, January 25th and all orders need to be picked up by 4:00pm that day.

New Business

Recycling: Kim Folden would like to see a location in Arlee set up where people can take recycling. She said that all the secretaries at the schools take their recycling into Missoula. Kim will call Allied Waste and Pacific, which does office paper, to see how we can get that set up.

Birds of a Feather: Birds of a Feather is modeled after the GUTS (girls using their strengths) program out of Missoula. The age group is from 10-18. This is an age group that the CDC has not yet served with its programs. Charlene Hanson gave us a proposal to look at. She was not able to attend the meeting. She is asking the CDC for letters of support and to be a fiscal agent for grants she is applying for. She also asked if the CDC would sponsor a camper which would cost \$270.00. Due to the lateness of the hour, Donna asked the Board to look through the proposal and we would vote on it at the next meeting.

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Brown Building: Donna Mollica talked about the need for a larger and handicapped accessible space for the Jocko Food Pantry, accessible space for the Library and other community space needs and asked the Board to think about whether or not it would want to take on working with the Brown Building group to obtain Rural Development funds to do the necessary work on the County owned lot. She does not want to make any serious inquiries about the possibility of doing this unless the Board feels it wants to take on the project. She asked everyone to think about it and will put it on the agenda for the next meeting.

Artist Cooperative: Donna has been approached many times as owner of The Hangin' Art Gallery to help local artists with marketing. An Artist Cooperative would be a way to help local artists. In the past there have been state dollars available to help with training and development of these kinds of groups. Judy Fundingsland is interested in this project and will meet with Donna to pursue the idea.

The next meeting of the CDC will be held on February 11, 2008 at 6:30pm at The Arlee Alliance Church.

The meeting was adjourned at 8:30pm.

Respectfully Submitted,

Kelley Brown
Administrative Assistant