

Link, Inc. Meeting Minutes for November 4, 2010

Carol Bradley, Denise Fleming, Leah Ciappenelli, Robin Berry, Maureen Norvold, Cyndy Bredbenner, Sametra Mirob, Lisa McNally, Angela Yildiz, Thomas Zappelli, Janet Lamy, and Valerie Muldoon (notes).

Meeting started at 7:05 p.m.

Meeting began with introductions and sharing of thank you notes addressed to Link.

Administrative Report - Carol Bradley

- * Veteran's Day reception and assembly on Tuesday, November 9th at 1:30 PM
- * Second grade Thanksgiving play on Thursday, November 18th at 9:15 AM
- * Baseline assessments mailed to parents this week
- * Parent/Teacher conferences are over; para-professionals received good feedback
- * B.J.'s representative has contacted BMS requesting a wish list from BMS.
B.J.'s gave BMS \$500.00
- * Discussion regarding the procedure for children picked up 15-20 minutes late for PPU
- * Agreed to send children to after school program; parents will be notified on Principal notes

Financial Report - Angela Yildiz

- * Clothing drive brought in \$300.00
- * Book Fair brought in \$882.00
- * Mrs. Bagshaw spent \$306.00 for Blue Jay books; allotted \$350.00; has \$44.00 remaining
- * Deposit after school program funds
- * No more reimbursements for start up funds; 19 staff and 4 para-professionals used funds; \$3500.00 was designated; under \$2000.00 used; move back remaining \$1600.00 back to general fund
- * Move tax filing fees to general fund as they are no longer needed; leave \$500.00 as buffer and move rest to general fund in January 2011.

Request for Funds

- * Motion: Up to \$260.00 for bus for Hanover Theatre trip for 4th, 5th, 6th grades with Mrs. Richards to see A Christmas Carol- voted and approved unanimous
 - * Motion: \$100.00 for accompanist for Winter Concert from Mrs. Richards - voted and approved unanimous
 - * Motion: \$12.75 reimbursement to Kathy Grieve for SOAR reader gifts- voted and approved unanimous
 - * Motion : \$81.85 for National Geographic magazine for Library by Mrs. Anderson-voted and approved pending a check for lower price on Amazon
 - * Motion: \$350.00 for roll of paper for Art Room by Mrs. Joseph; noted that this is a budget item and not a LINK funded item
 - * Motion: \$250.00 from proceeds of Book Fair to the Library-voted and approved unanimous
 - * Motion :\$1626.55 from remaining start up funds to be moves back to general fund- voted and approved unanimous
 - * Motion: move \$50.00 originally designated for Ralph Masiello frames to be moved back to general fund- voted and approved unanimous
 - * Motion : move \$.50 from administrative fees back to general fund- voted and approved unanimous
- Grants Update - Robin Berry
Robin would like to meet with Carol Bradley and Cyndy Bredbenner regarding application for the Berkley Grant. Robin has written a letter to Bose Foundation regarding grant for sound system and orph instruments.

Old Business

- * Received \$300.00 from Bags 2 School Clothing Drive which is approximately 1 ½ tons of items; will repeat fundraiser in the spring and improve communication regarding the fundraiser and where donations go
- * Received \$882.00 from Book Fair; \$250.00 designated to Library for new books; considering creating new Link position as Book Fair Coordinator
- * There are about 100 cookbooks left. Some will be given to new families as a welcome to BMS and others will be sold during Christmas is Berlin which is December 4th

New Business

- * Bylaws amended; delete specific names with officers so no signature is needed.
- * B.J.'s will be opening is Hudson soon and they have requested BMS presence during the grand opening; They have proposed an offer of a reduced membership to the school.
- * Sametra Mirob, parent, is trying to coordinate a new track and field program with Boylston called the Berlin Bolts. Mrs. Mirob was looking for information on LINK and the school sponsoring the program. Insurance will only cover Berlin students. Suggested that Mrs. Mirob contact Berlin Recreation and inquire about their insurance policy.
- * Discussed information being sent home by LINK via email and hard copies. Will continue sending information via email.

Meeting Adjourned at 8:57 p.m.