

**Robert Frost Public Charter School
Board of Trustees Meeting
Minutes for January 16, 2024**

Robert Frost Public Charter School * 110 Main Street * Conway, NH

Called to Order 5:47 pm

Members in Attendance: J. McLauchlan, J. D'Avila, T. Strout, C. Brings, T. DeTore, K. Wakefield

Members Absent: none

Meeting Business

- T. Strout moved to approve minutes from November and December meetings. T. DeTore seconded. Motion carried.
- New board member application received. Meeting with applicant set for Friday, 19th.
- No nominations for secretary or vice-chair.

Administration

- Monthly Snapshot – HOS report (see HOS Report for Jan. 2024) presented by J. McLauchlan.
- Treasurer's Reports (see 2024 Jan Financial Report and 2023 Dec Financial Report) presented by T. Strout. C. Brings moved to approve both reports. K. Wakefield seconded. Motion carried.

Old Business

- Update on flood damage issues and recovery progress: Discussed communication and cooperation with FEMA, Conway Historical Society, Town of Conway officials, repair and inspection officials, and meeting needs for student supplies and work materials. If FEMA funds become available to us it will be as reimbursements only and could take a year. May be better for us to apply for emergency grants. J. D'Avila will work on grant applications.
- Fundraising updates:
 - * Progress on starting Bingo nights: Can not use RFPCS building until lower floor is completely repaired and passes safety inspection. Could take through the end of the school year. Unable to use other spaces due to game licensing requirements and size and bulk of necessary equipment. K. Wakefield asked American Legion to use their Bingo set up but their licensing and liability requirements prohibit this. Must wait until our building is repaired.
 - * Winter dance planned for Feb. 9 will probably have to be canceled. Would have to rent another space to hold it which we can't afford.
 - * Other ideas: Discussed "May the 4th Be With You" Event – can rent a tent to hold it under if repairs are not complete by then. Coin collection cans at local businesses, car wash, plant and bake sales, spring calendar raffle are other possibilities.
- Property search update: nothing to report.
- Website improvement update: T. DeTore will work with R. Bushy to begin uploading content in new site.
- School sign replacement: deferred until end of school year (trumped by flood damage issues).
- Using Expansion Grant Funds: Discussed hiring Program Developer or local marketing company. Will reach out to Chamber of Commerce for recommendations.

New Business

- None on agenda. None proposed.

Public Comment (N/A)

Non-Public Session (N/A)

Next Meeting – TUESDAY, February 20, 5:45 pm

Adjourned at 6:58 pm.

Submitted by Juliet D'Avila

Acting Secretary, RFPCS Board of Trustees

1/18/24