

FCCA Minutes March 16, 2021 @ 6PM

(Sarah and Julie W. notetakers)

Present: Michele Bessette, Tyrone Shaw, Carol Skon, Meg Patenaude, Kathy Rosenberg, Julie Wolcott, Sarah Flack, Julie Matranga, Megan Bushey, Ethan Desautels, Jonathon DeLaBruere (1st ½ hour)

Agenda was approved and meeting called to order at 6:00 PM

Previous meeting minutes were approved (February minutes)

Office administrators report. See attached report from Julie Matranga: FCCA has been approved for a PPP loan (forgivable loan). Banking paperwork is complete. Report to Age Well is complete. The recreation committee gave a donation to the playground project. Tax information has already been sent to KBS. Report to Rise VT is in process. Summer camp organizing process has started. Press releases on the heating system repairs went out. Julie is looking for someone to clean the linoleum floors in the community center.

Treasurer's report – - See attached bookkeepers reports. Abbey is feeling supported. She would still like to meet with Food Shelf/Meals folks to make sure she understands the financial transactions; She has set up the filing system for 2021; She still needs to work with Sarah and Julie M. to finalize the grant tracking sheet; she is working every other Friday 2-3 hours.

Sarah mention focusing on building repairs are a priority.

Grant writing – report from Sarah. Jonathan DeLaBruere reported that Patrick Malone has accepted the position of Town grant writer. Julie Wolcott has been writing several grants while we have not had a town grant writer. There are several grants coming up that the board and FCCA staff look forward to working with the new town grant writer on.

Programing report from Megan – Snow maze was very popular. Not doing April vacation camp but Megan is organizing some activities for children to do during that April Vacation week including “grab and go” activity bags. Organizing for BCAC has started.

Outreach report from Ethan – first newsletter was completed and sent out. Wants to do one every 3 to 4 weeks. Looking at changes/new material for the website. A new website mock up will be ready for us to look at next week. He is using Wick instead of word press. Jonathan just made the link from the Fairfield town website made the link to the FCCA website live.

Community Meals report from Kathy. See also written report. Working with a really good caterer now and getting positive feedback. Detail on the number of meals and participants is in the report. Note that there is a meeting tomorrow to discuss how to start up in person meals again!

Building maintenance, repairs and improvements:

Food shelf walk in cooler project update: hoping to do this project prior to BCAC but timing may depend on availability of materials.

Room 1 renovations – hoping to finish by mid May.

Pavilion update – grant ap is in process now. 24x40 has been staked out if anyone wants to look at the size and location planned. Some funds have already been received as matching funds.

Food Shelf report from Megan – still doing pre made boxes which keeps the wait time down and allows more people to be served. Fresh produce has been very popular. Some food is also being delivered and include some families who would be able to come to the food shelf if there were different hours that FS was open? Discussion of having food shelf hours run into the evenings, or open it earlier to allow families to pick up food on their way to pick up kids from school? FS is also able to be open by appointment.

Discussion on strategic Planning. A grant has been received to pay a consultant to support a planning process. Michele is in process of communicating with the consultant to see how many meetings and have some discussing of timing. Likely not until mid-summer at which time we may also be able to meet in person.

Discussion of the Jig in the Valley (July 25) and the 2021 fundraising ideas – working group will work with Megan on it. Need volunteers to start signing up. Discussion that the musicians have not been paid at this event, but some are driving longer distances and at least some money go to them to cover gas/milage. Motion was made and passed by the board to ask for sponsorships/fundraise to be able to pay the bands.

Meeting house report. There is a full concert series planned.

New business –

Insurance -town of Fairfield does now have building insurance so Julie M will see if our insurance policy can be lower.

Reminder for board to send their volunteer hours to Megan

There is a meeting next week about renewing the MRUSD preschool lease/usage of the FCCA room.

Appreciation form all board members to Dan Gaffney for his time serving on the community center board, for his dedication to the building needs and food shelf and for the coordination and work he did to get the heating system replaced.

Next meeting will be on April 15 at 6:00 PM