

**Friends of Coastal Waters
Board Meeting Minutes
September 12, 2022
6:00-7:30 pm - Public Session
2 Holland Way**

- **6:05pm - Call meeting to order:**
 - Attending: Emily, Lauren, Bill, Tristan, Jasmine, Jordyn, Erica, Alina
 - Absent: none

- **6:06pm - Review and Approve Prior Meeting Minutes:**
- Approval of nonpublic and public minutes from 8.29.22 Board meeting: Tristan's motion and Lauren's second, Jasmine abstains (nonpublic); Lauren's motion and Tristan's second, Jasmine abstains (public).

- **6:08 pm - Committee Updates:**
 - Finance: Bill and Alina shared a projected budget and emphasized that we need to focus on growing enrollment (all grades except third have openings) and fundraising (\$500 donation plus other sources).
 - Fundraising: Tristan and Jordyn are working on a fundraising strategy to include: ~17 grants to apply for in the next two weeks (ranging from \$50k to \$500k); updating the website for more visibility and community sponsorships; bridge capital (10 institutions with short and longer-term loans); locating donors; and community-engaged events.
 - Action Item: Bill will share drafts of previous grant applications (NHEFA, CSP) with board members to assist with future applications.
 - Social Media: Lauren shared that the committee met to discuss a strategy for targeted/boosted ads, a recommended budget, and drafting content for upper grades enrollment.
 - Action Item: the committee will meet this week to work on these strategies.
 - Facilities:
 - Bill reported that we have one contractor's quote (\$400k) and we're waiting on the second.
 - The owner wants to wait until we have the CSP grant before he will fund the construction.
 - We need a design engineer who can work on the mechanical so that it can be approved by the state fire marshal (contact David at Violet Hill Design and Millennial Engineering).
 - The board will need to arrange for cleanup days to manage the furniture and other items left in the building; Erica and Payton will tag items for disposal and sale.
 - Jordyn suggested a moving company that can purchase and remove items and Ashley suggested the granite company in Greenland as an option for the granite conference table. We may also post items for sale online.
 - First two weeks of school:
 - Erica sent out an email update last night.

- Payton shared that staff and parents are concerned about outdoor learning and the upcoming colder weather.
- Erica reminded us that we need more support staff, to include both paras and subs or student interns.
 - Action Items: the board will send out an update about facilities; Emily will reach out to FUUSE about possible alternative space; Emily, Lauren, and Jennifer will inquire at local schools, UNH, and GBCC about potential student interns; Bill will meet with SAU16 about receiving funding now for para support.
- **7:03 pm - Public Comment/Other Items:**
 - o Jennifer asked about the monthly half day schedule and board members agreed that we should choose our own dates.
 - o There was no adult at drop-off this morning; the board discussed creating a text group/email chain/call tree of volunteers who could fill in at the last minute.
 - o There is a backup plan for medicine administration management in place.
 - o Jennifer expressed concern about water containers not being refilled promptly and Erica assured her that students can fill water bottles in the building at any time.
 - o We also discussed creating a Signup Genius or something similar for the parent volunteer pool.
 - Action Items: Jennifer agreed to begin working on this, along with a list of tasks that need completion from Erica; Lauren and Tristan will draft a survey message to be sent to parents soliciting volunteer options; Jasmine will contact the teachers about volunteer needs, as well as help centralize and host volunteers on campus.
 - o There is a United Way Day of Caring group coming to Coastal Waters to help with trail work in late September; Dale and others discussed procuring wood chips and more wood for stumps.
 - Action Item: Bill will contact the town of Exeter and the abutting condo association about trail setting and accessing the Exeter recreation area.
 - o Jasmine has been working on creating a virtual tour; Jordyn and Tristan know a videographer who may be able to assist.
 - o **Meeting adjourned at 7:51 pm (Jasmine's motion and Lauren's second).**

Next Meeting: 9/26/22 from 6:00-7:30pm
Coastal Waters Chartered Public School
2 Holland Way
Exeter, NH 03833