

Windham Community Organization

August 1, 2018

Meeting Minutes

The meeting was called to order at 7:10 p.m. Present were: Maureen Bell, Pat Cherry, Mia Clark, Joyce Cumming, Kathy Jungermann, Cindy Kehoe, Ellen McDuffie, and Gail Wyman.

Motion by Maureen Bell to accept minutes of June 27, 2018 meeting as presented passed unanimously.

Cindy Kehoe presented the Treasurer's report. Balance on June 22, 2018 was \$5,066.97. Income totaled \$1,930; expenses were \$254.99; ending balance as of July 20, 2018 was \$6,741.98. Cindy noted that the expenses did not include the cost of the tent rental (invoice needed) or the monthly statement fee. Brief discussion followed on the chicken BBQ, which served approximately 140 meals, and netted approximately \$1,075 after factoring in estimated cost of tent rental.

Committee Reports:

- Good Neighbors – Ellen suggested postponing policy review until next meeting along with Memo of Understanding between WCO and Neighborhood Connections. Brief discussion followed on status of intake form which has yet to be located. Pat Cherry suggested developing a form incorporating factors used by in the nursing profession known as SBAR, an acronym for Situation (identify the situation), Background (outline the background/history), Assessment (assess/evaluate), and Recommendation (recommend course of action). All agreed it was an excellent idea. A suggestion was made to publicize resources available through WCO. A suggestion was also made to invite neighbors, who might not otherwise attend the chicken BBQ or harvest supper due to financial restraints, at no charge, or to set aside meals to be delivered to anyone in need.
- News and Notes – Ellen announced August 18 as deadline for next issue. Mailing deadline is Thursday, August 30 – group to meet at 11 a.m. following Strong Living at Meeting House. Ellen requested a volunteer to write an article on a bell-ringing ceremony held at the Meeting House as part of a statewide movement/festival celebrating 4 Freedoms (freedom from fear, religion, speech, and want); Kathy agreed to write the article. Ellen also shared an idea from Mary Boyer to include an article on Ed Brown who is closing the iconic Mill Tavern after 50 years; Joyce agreed to discuss it with Ed. Ellen asked Gail to write a Back-to-School article. Ellen inquired about availability of any photos from chicken BBQ; a suggestion was made to ask Vance Bell to snap a few photos in the future.

Old Business:

- Thank You Letters – Kathy reported that letters were written and mailed as needed. Maureen Fitch was a big help with flowers for the chicken BBQ.
- Chicken BBQ – Ellen expressed appreciation to everyone who helped to make the event successful. She noted that frozen strawberries being stored in the kitchen needed to be removed (containers returned to Meeting House) to make room for ice cream for the August 5 Ice Cream Social. Maureen and Kathy agreed to make jam/jelly with the strawberries for next year's raffle; Pat Cherry offered canning jars.

- Chocolate, Cheese & Chili Festival – Kathy, Joyce and Sally have volunteered to staff the WCO table for the event on August 6. Pat will attend as a representative of Neighborhood Connections, and Gail will attend as representative of Lions' Club. Claudia Holmes will also attend to represent Claudia's Cupcakes and More and is preparing approximately 800 mini-cupcakes. Gail suggested increasing the amount donated to Claudia in the future.
- Luncheon – The next luncheon will be planned for mid- to late September; date to be announced.

New Business: Nothing to discuss.

Announcements:

- Grace Cottage Hospital Fair, August 4, 2018, Townshend Green
- Annual Supper at St. Luke's in Chester, August 4, 2018
- Ice Cream Social at Windham Meeting House, August 5, 2018
- Chocolate, Cheese and Chili Fest, August 6, 2018, Landgrove Inn
- Windham Fire Company Auction and BBQ, August 11, 2018
- Windham Elementary 2018-19 school year begins August 29, 2018
- West Townshend Farmers' Market, pizza and music, every Friday at W. Townshend Café

WCO will not meet at end of August. The next WCO meeting is scheduled for September 26, 2018.

Motion to adjourn at 8:17 p.m., made by Joyce Cumming, passed by unanimous vote.

Respectfully submitted,

Joyce Cumming  
Secretary