

Windham Community Organization
March 27, 2019
Meeting Minutes

The meeting was called to order at 7:12 p.m. Present were Maureen Bell, Joyce Cumming, Kathy Jungermann, Cindy Kehoe, and Ellen McDuffie.

Ellen called for questions or corrections to the December meeting minutes. Brief discussion followed on reference in the December minutes to a payment received for an ad along with a subscription form marked 'cancel'. No follow-up was done.

Motion: To accept the minutes of the December 12, 2018 meeting. Moved by Cindy—unanimous.

Cindy presented the Treasurer's Reports for February and March. The February report showed a beginning balance on December 12, 2018 of \$6,342.06; income totaled \$110.00 and expenses totaled \$3,328.30 for a balance of \$3,123.76 as of February 27, 2019. The March report included expenses of \$453.79 and no income for an ending balance of \$2,669.97 as of March 27, 2019. Cindy commented on reimbursements made for paper goods and miscellaneous sundries for the Harvest Supper which resulted in confusion due to lack of receipts and inadequate accountability. All members must be mindful that as a non-profit, record-keeping is important to alleviate the notion of impropriety.

Cindy read thank-you letters received from Neighborhood Connections and from Londonderry Neighbors Pantry for WCO contributions of \$1,500 and \$300, respectively.

Committee Reports:

- Good Neighbors – Kathy Jungermann read an email from Pat Cherry regarding the outcome of two requests for assistance. In one situation, a refurbished appliance was provided at a cost of approximately \$300 (actual amount of payment was \$360). In the other, fuel assistance was provided in the amount of \$400. The first request was reported on preliminarily at the December meeting without a definite amount specified, and the other was received and acted upon by the Good Neighbors Committee between meetings. Joyce requested a motion to formalize these disbursements, after the fact, in keeping with the draft Procedural Guidelines.

Motion: To approve disbursement of \$360 to P&F Appliance for a refurbished appliance (case #0002-2018); and \$400 to HB Energy for fuel assistance (case #0003-2018).

Moved by Ellen—unanimous.

Another recent request, received and acted upon between meetings, was reviewed. A Good Neighbors intake form was not provided so the specific case number was not available. A tentative case number was used for the purpose of a motion to formalize the disbursement after the fact.

Motion: To approve disbursement of \$300 for chorus/band family trip (tentative case #0001-2019). Moved by Cindy—unanimous.

Cindy read letters received from three 6th grade students at Windham Elementary School requesting financial assistance for a trip to New York City. The students were excited about the opportunity to visit the Big Apple, specifically the Freedom Tower, the Statue of Liberty, and the 9-11 memorial site.

Motion: To approve a contribution of \$300 for the 6th grade school trip to NYC. Moved by Cindy—unanimous.

Cindy read several letters received from 5th grade students at Windham Elementary School requesting financial assistance for a week-long stay at Camp Keewaydin. The students were anxiously anticipating new learning opportunities, chores around camp, and the time away from family and without technology devices. The students have already raised \$800 through a pasta supper, and another pasta fundraiser is planned for April (specific date yet TBD). Seven students are attending at a cost of \$255 per student; the trip is planned for April 29 through May 3.

Motion: To approve a contribution of \$500 for students to attend Camp Keewaydin. Moved by Cindy—unanimous.

A request followed to have students report back at an upcoming WCO meeting about their experiences in NYC or Camp Keewaydin.

- News and Notes –Ellen received a suggestion from Mary to include more family-related stories, birth announcements, etc. etc. An article featuring Nate and Erin Kehoe’s recent family addition was suggested. Planning meeting for the next issue is Tuesday, April 2 at approximately 10 a.m. Deadline--April 15, 2019. This next issue will include the annual subscription insert. Kathy inquired regarding the quantity of envelopes on hand for the inserts. Kathy will follow up with Imme re: envelopes.

Brief discussion followed regarding the bulk postage permit, the procedure for which no one is quite sure of from year to year. Kathy will discuss with Imme.

Old Business:

- Procedural Guidelines for Good Neighbors Committee – The draft discussed in December was not formally approved. Ellen suggested tabling this item until Pat Cherry can be present.

New Business:

- Election of WCO officers — Ellen reviewed Roberts Rules of Order re: nominations and elections.
Motion: To nominate the entire current slate of officers for re-election. Moved by Maureen.
Motion: To close nominations and ask the Secretary to cast one ballot for the entire slate of current officers (President: Ellen McDuffie; Vice-President: Kathy Jungermann; Secretary: Joyce Cumming; Treasurer: Cindy Kehoe). Moved by Maureen—unanimous.
- Invite Alex Beshay & Gracie Packard to April meeting – Ellen suggested inviting these students to the April meeting to report back on their recent trip. A suggestion was made to include a story in the next News & Notes publication. Cindy will touch base with them about an article for N&N.
- Green-up Day — Ellen was appointed coordinator this year and Kathy will serve as co-coordinator. Refreshments will be served again this year. Kathy has placed an order for Green Mountain Coffee provided at no cost through the Green-up Day website. Louise has offered to bake scones again. Green-up Day is May 4, 2019 (1st Saturday in May).

- Spring Luncheon – Ellen suggested holding a spring WCO luncheon. Location was decided upon as the New American Grille in Londonderry. Date will be April 30, 2019.
- Welcome Committee – Ellen mentioned the need for a committee since Leila is frequently out of town and Ellen hasn't been keeping up with the property transfer forms. After brief discussion about new residents on Abbot Road, this item was tabled for discussion at a future meeting.

Announcements:

- Dog Registration: deadline is March 31st
- Homestead Tax Exemption: deadline is April 15th
- April 17 – Seder Meal at St. Luke's at 6 p.m.
- April 21 – Easter Services at Valley Bible Church
- May 4 – Green-up Day
- April 24 – Next WCO meeting, 7 p.m. at Meeting House

Motion: To adjourn the meeting at 8:44 p.m. Moved by Cindy—unanimous.

Respectfully submitted,

Joyce Cumming
Secretary