

Regular Board Meeting Date: November 20, 2017 Time: 4:00	Haven Montessori School 621 W. Clay Ave. Flagstaff, AZ 86001
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Draft Minutes

1. CALL TO ORDER AND ROLL CALL

X	Heather Nash	X	Angie Hodge
X	Michelle Thomas		
X	Jennifer Ernst	X	Cristy Zeller

**Meeting began at 4:05 with quorum requirement met (3 members present)

Others in Attendance

2. **Approval of Minutes from Regular Board Meeting of October 2017.** Michelle Thomas moved to accept minutes; Angie Hodge seconded the motion. The motion passed unanimously.
3. **Review and Approval of September and October 2017 Financials.** Board members reviewed September and October 2017 financials. Michelle Thomas moved to approve September and October 2017 financials; Angie Hodge seconded the motion. The motion passed unanimously.
4. **Report from Executive Director:** Director attended Plaza Vieja community meeting, met with residents, responded to residents' positive feedback and questions. The curb and crosswalk in front of Haven have been painted by the City. Executive Director reviewed current balance sheet.
5. **Report from Assistant Director:** Staffing is stable, enrollment is strong, and staff waiting on quote from Reach for Reading from sales rep. Staff met with Flagstaff Launch project, who would like Haven to be involved. Community service events: Packing lunches for Flag Shelter Services, Adopting 2 families through the Food Center, Collecting gifts/TP/detergent for FSS, Caroling for Senior Citizens stuck at home with Plaza Vieja.
6. **Upcoming Events:** Above service projects, parent appreciation morning, and staff holiday party upcoming.
7. **Call to the Public**
 - a. No requests from the public
8. **Adjournment:**

A motion to adjourn was made by Michelle Thomas and seconded by Heather Nash.
Motion passed unanimously.

The meeting adjourned at 4:30 pm.

**Next scheduled Haven Montessori Governing Board meeting is Monday, Jan 22nd, 2017
at 4:00 pm.**

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