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| Regular Board Meeting  | Haven Montessori School |
| **Date: November 18, 2019** | **621 W. Clay Ave.** |
| **Time: 4:00 pm** | **Flagstaff, AZ 86001** |

**Draft Minutes**

1. **CALL TO ORDER AND ROLL CALL**

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| X | Heather Nash (via phone) | X | Angie Hodge  |
| X | Michelle Thomas  | X | Erin Strout  |
| X | Jennifer Ernst | X | Cristy Zeller |
| X | Jen Brown | X | Bethany Wetzel |

\*\*Meeting began at 4:03 with quorum requirement met (8 of 8 members present). .

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| **Others in Attendance:**  |

**2. Review and Approval of Minutes from Regular Board Meeting of October 2019.** Michelle Thomas moved to accept October 2019 minutes; Erin Strout seconded the motion. The motion passed unanimously.

**3. Review and Approval of October 2019 Financials.** Board members reviewed October 2019 financials. Michelle Thomas moved to approve October 2019 financials; Angie Hodge seconded the motion. The motion passed unanimously.

**4. Report from Executive Director:** ED updated board on enrollment (netted 6 elementary students in the past month), tax credit regulation changes, new signage for Haven, kitchen progress, planned playground equipment upgrades, student-made decorations for Brookdale, the gratitude bulletin board project, and holiday closures.

**5. Report from Assistant Director:** AD updated board on County Health Department status for kitchen, staffing (1 open position, interview tomorrow), Community Enrichment Committee food drive, lunches made for the FSS, and upcoming Adopt-a-Family event.

**6. Upcoming Events:** Chipotle fundraiser, January Your Pie fundraiser.

**7. Call for Public Comment** No comments 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 4:23 pm.

Next scheduled Haven Montessori Governing Board meeting TBA.