

## **CAPE - End of the Year Virtual Meeting**

**6/9/2020**

**On phone** - Clark, Doherty Colson, Goodrich, Troy, Golden, Higgins, Martin, Baizen, Kelley, Mitchell.

**Grants Update** - Janice Troy reviewed grants, those that have been cashed out and those outstanding. Janice will reach out to Sharyn Hallal to see if she would like to hold her grant for next year since the African dance performance was cancelled due to the school closure. Some grants are outstanding b/c teachers are unable to order supplies as they are not in the buildings to receive them. Unpaid/outstanding grants \$8876.18. One performer refused payment, the CPS business office has the \$200 we had held for him. James will subtract the \$200 next time we have to pay the business office.

Janice mentioned her disappointment that we couldn't have funded all of the programs that were requested. Hopefully those people will request again next year.

**Spelling Bee** - Melanie has some checks totalling \$3500 from Bee donors. Harbor One Bank and Bank of Canton have told us we can keep the \$1000 they donated to us. \$1500 remaining.

Other donors:

-Harbor One - confirmed to cash (\$1000)

-Bank of Canton - confirmed to cash (\$1000)

-Kidsborough - no word back - Melanie to reach out again

-Randolph Animal Hospital - no word back - Melanie to reach out again

Two individual donors had asked for refunds, refunds will be made electronically. Katy will identify the remainder of the \$ in Heartland (My School Bucks). We may have made about \$2000-\$3500. We did not have event cancellation insurance. Maybe we should consider that next year?

Discussed the Bee for 2021- donated gift cards we will be used for the Bee next year. Sarah may not be able to coordinate the Bee next year. Melanie will continue. Rashida was not on call.

Discussed what the Bee might look like next year? Maybe have a contingency plan if we cannot do it in person? Perhaps a virtual/outdoor/something else plan?

**Honor Thy Teacher** - Theresa updated. We have had 77 donors this far, raising a total amount of \$2659. Teresa has been emailing receipt since we cannot send cards and BCC'ing the donors, which has been a nice benefit. Katy mentioned buying new thank-you cards with the new CAPE logo on them to use for next year.

**Financial** - James Goodrich

The account balance as of the meeting was \$12,999.86.

We have upcoming commitments of:

Post office box yearly fee 216.00

Hit fine arts edition ads (250.00

Event insurance (due feb 2021) of 205.00

Tax prep for this fiscal year (estimated 730.00)

As of 5/12/20 there was an outstanding balance of \$9376.18 in grants to be awarded in 9 awards.

**Board Updates** - Katie Doherty Colson will be stepping down as secretary.

We can post minutes now that our website is up and running.

Katy will be stepping down as president. She would like to work with someone to transition, she can do taxes in the fall. Let Katy know if you're interested in either position. Katy mentioned closing out the PayPal account that was set up before MySchoolBucks in Katy's name. We already have another account that we cannot close because it was not set up by the current board.

Andrew - reminded us that we had spoken before about brainstorming other revenue resources, maybe things that we can do in a post Covid-19 world.