

The DREAM Program, Inc.
Board of Directors

Meeting Minutes
January 11th, 2004

Opening:

The regular meeting of the The DREAM Program, Inc.'s Board of Directors was called to order at 12:30pm on January 11th, 2004 at the Canoe Lunch Club in Hanover, New Hampshire by Mike Foote.

Present:

Lisa Christie	Board Member
Brianna Dusseault	Board Member
Drew Sheriff	Board Member
Mike Foote	Board Member, President
Jon Potter	Executive Director

A. Approval of Agenda

The agenda was unanimously approved as distributed.

B. Open and New Issues

1) Newsletter

Bree is writing the newsletter, incorporating the following: introduction to Board (purpose and people), intro to Board online, and how to apply if interested.

2) ED Report

- D & O Insurance was purchased (\$1,000,000, with \$7,500 deductible)
- Bowse Trust: Very open and they think their board will be open to work with DREAM's long term evaluations.
- Final Budget for 2003 not yet ready, but we should be looking at around a \$25,000 surplus.
- Annual Appeal went really well: \$8,090 so far from alumni, with a goal of \$6,500 and \$26,191 from other private donors, with a goal of \$20,000.
- Starting to think about applying for Family Advocate-style AmeriCorps members for each program site.
- Local Programs are going well, Templeton in flux, Green Acres ready in March/April, Forest Park starting directly afterwards.
- Work study run Winooski drop-in tutoring center is coming together to open in February.
- Alumni org fundraising should give some momentum, distributed money to help Boston trip, will start putting together its constitution.
- Some highlights from the budget for 2004 are an anticipated addition of a new full-time position in September, which will be paid \$24,000 per year plus benefits. The details of the position are still being decided, but the primary motivation is to shift responsibility away from Mike and me. Some possible

options are Development Director, some sort of Program Administrator who could take on items such as evaluations, trainings, forms, and grant administration, and an AmeriCorps coordinator should we receive AmeriCorps members for each program site.

- Health Insurance - \$216 per month + \$15 per month + \$50 per month = \$281 per month
- AmeriCorps Housing Stipends - \$300 and \$400 per month
- Mileage Reimbursement - \$0.25 per mile
- DREAMstock (Oct. 24th, Hulbert Outdoor Center)- \$5,000

3) **Fletch Update**

- In 2nd stage of mortgage, \$5k nonrefundable, option to close at any time
- Grants in process:
 - Multiple small ones
 - VT Land Trust option to purchase property in lieu of DREAM with conservation easements (\$100k)
 - Community Development Block Grant (planning portion) in conjunction with town of Fletcher (\$40k)
- Waste water – capacity for 80 campers/staff
- Architects – probono, will focus on map and major facilities
- Mountain Bikes – Saturn of Burlington donated 9 mountain bikes with helmets, and supplier has offered services to maintain bikes in perpetuity.

4) **Executive Limitations** (will be included with Bree's revision)

5) **Board Self-evaluation**

Using available materials, Lisa will draft both annual and meeting Board evaluations.

6) **Ends**

Mike will organize an online discussion focused on our Global Ends Statement.

7) **Tabled Business from previous meetings**

Drew and Mike will create a first draft of ED evaluation.

8) **Revised Annual Agenda**

Meanwhile

- Letter for Annual Report (Jon will contact us)
- Start Ends Policy with online discussion
- Prep for next meeting

March

- Develop plan for link to ownership / education
- CEO evaluation draft review
- Self-evaluation draft review
- Executive Limitations (cont.)

- Ends (cont.)

9) Member Recruitment

Ed Willenbaker is filling out Board Application.

6) Additional Business

Board suggested having an annual retreat.

E. Next Meeting and Agenda

TBD

Adjournment:

Meeting was adjourned at 3:00pm by Mike Foote. The next general meeting will be determined via email.

Minutes submitted by: Mike Foote

Approved by: