

Notes drafted by Anita Lichman
Participants: Ash Kahrl, Camille Kauffunger, Anita Lichman
March 2, 2018 8:45a

Agenda:

1. Approval of Minutes
2. RSU1 Board Meeting Update
3. Scholarship Fund
4. Town Report
5. Clam Camp
6. CHOICES & Kindergarten Registration

Approval of Minutes: Camille & Ash approved January Committee meeting notes. Anita will forward the January meeting notes to the Town Webmaster to post on the town website.

RSU1 Board Meeting Update: Ash reported on the Board meeting and Camille agreed to follow up with Anita Brown and secure a power point from the meeting on proposed curriculum changes at Bath Middle School.

Scholarship Fund: Anita reported that the thank you notes to donors have been mailed. Anita & Camille will attend the Select Board meeting on March 16th at 6pm. The yard sale is tentatively scheduled to coordinate with open lighthouse day on September 8, 2018. Camille agreed to email Anita Brown about when the school calendar and the first day of school date for 2018-2019 school year will be published. Anita agreed to draft an announcement about the scholarship fund and send it to Camille and Ash to edit prior to sending the final announcement to Morse and the Town for publication.

Town Report: Camille agreed to draft the Committee report for the town, Ash agreed to deliver the talk for the Committee at the town meeting.

Clam Camp: Camille agreed to reach out to Lisa to get dates and descriptions for the activities for the Committee to secure a cohort of participants for clam camp.

CHOICES & Kindergarten Registration: Anita agreed to draft a notice about the CHOICES and Kindergarten registration for the Town to send out.

Next Steps

Anita will forward the January meeting notes to the Town Webmaster to post on the town website.

Camille agreed to follow up with Anita Brown and secure a power point from the meeting on proposed curriculum changes at Bath Middle School.

Anita & Camille will attend the Select Board meeting on March 16th at 6pm.

Camille agreed to email Anita Brown about when the school calendar and the first day of school date for 2018-2019 school year will be published.

Anita agreed to draft an announcement about the scholarship fund and send it to Camille and Ash to edit prior to sending the final announcement to Morse and the Town for publication.

Camille agreed to draft the Committee report for the town, Ash agreed to deliver the talk for the Committee at the town meeting.

Camille agreed to reach out to Lisa to get dates and descriptions for the activities for the Committee to secure a cohort of participants for clam camp.

Anita agreed to draft a notice about the CHOICES and Kindergarten registration for the Town to send out.

Committee's Annual Tasks

- 1) Create annual monthly meeting schedule & post on town calendar, Google Town calendar, and Arrow publication. (AUGUST)
- 2) Identify Arrow newsletter submission dates, coordinate submission dates with Committee meetings to ensure timely announcements/material from the Committee in the newsletter (2015-2016 months of publication are listed as August, November, February, May). (AUGUST)
- 3) Secure RSU1 School Board meeting schedule & assign Committee members to attend & report back to the Committee (SEPTEMBER)
- 4) Identify date & outreach schedule for the Fall Festival., create event work plan. (SEPTEMBER)
- 5) Review term limits & schedule reappointments, recruitment, and swearing in ceremony. (SEPTEMBER)

-Three year terms: Vacant, Camille (Expire September 2017)

-Two year terms: Ash, Anita (Expire September 2018)

-One year terms: Vacant

- 6) RSU1 Student List Review & Approval (OCTOBER)
- 7) Check in with Select Board about Scholarship process to ensure steps are accurate and information required is included in the process. (MARCH)
- 8) Send reminder to save items for the yard sale and to make a tax deductible contribution to the scholarship fund. (DECEMBER)
- 9) Send out application to all those eligible with an established deadline (4-5 weeks to submit), post application & deadline on Town website. (LATE FEBRUARY)
- 10) Announce Pre-K information session & RSU1 school registration deadline. (MARCH)
- 11) Town Annual Report (MARCH)
- 12) RSU1 Student List Review & Approval (APRIL)
- 13) Submit annual Committee budget request to Select Board with Scholarship names & replenish fund request. (APRIL)
- 14) Create summer activity schedule (i.e. Clam Camp etc.). (APRIL)
- 14) Send award letter to scholarship recipients, post awards in Arrow & website, & invite awardees to the Town meeting. (MAY)
- 15) Prepare for Town meeting presentation. (JUNE)

Meeting adjourned 9:30a. The next meeting is April 25, 2018 at 6pm at the Town Hall.