

Hooper Board Meeting

November 1, 2023

Hooper Institute

Attendance: Joni Cormier, Seth Andrews, Will Grossman, Sue Nadeau, Emma Kobeski, Marissa Madej & Amy Owens

Joni Cormier, President, called meeting to order at 5:38pm

Board Update:

Annette Beers joined the meeting to observe and determine if she would like to become a board member

Emma reviews meeting minutes from October 4, 2023- Will motions to approve the minutes and Sue seconds- all in favor

Amy reviews treasurer's report:

Local account- \$21,346.33

Trust- \$64,754.87

Maintenance Account- \$170,026.32

CD was opened at the Savings Bank of Walpole with the timber funds with an 4.5% annual percentage

Emma motions to approve the treasurer's report, Joni seconds- all in favor

Marissa reviews Directors report on behalf of Helen:

Helen is on a partial leave for the month of November

Update on classroom work

No news on building utility upgrade

Repairs planned for the building- south side roof and the garage door to be replaced on shed

FOHI-No official report

Conservation Committee- No official report

Hooper Scholarship Committee- No official report at this time

Payouts for 2023- January \$6,500 & June \$7,500

Will would like to be on the committee but does not want to be chair of the scholarship committee. Committee discussed amending the by-laws to update Article III: Board of Directors "The Chair of the Scholarship Committee appointed by the Hooper Trustees shall be one of the members of the Board of the Hooper Institute."

Seth makes the motion to accept the amendment/revision to “The Chair of the Scholarship Committee appointed by the Hooper Trustees or designee shall be one of the members of the Board of the Hooper Institute.”- Sue seconds- all in favor, none opposed

#### Strategic Plan Discussion:

Will reviews planning for Strategic Planning discussion/proposal-

- Work on a 5 year plan

- Form a sub-committee- Joni, Helen, Will, Marissa

- Set a cadence for updates

- Set times to meet

Joni reviewed research on strategic planning-

- Up to 6 months to create

She will share a document and update for our timeline that will help start the process- board will try to complete prior to having to a formal person help with the process

- Mission of the vision- where are we going? What are our goals?

- How do we secure our roles in the school?

- SWOT analysis

Joni will create a google doc to provide input to start the process going to start the exercise of SWOT in January

- Board would like meet in-person in December- Sue will find a space for us to meet

#### Hooper Forest:

Will reviews most recent thoughts for Hooper Forest-proposes to reach out to Rob Westover that we will not have an answer in regards to use of Hooper Forest in the next 6 months and working on a strategic plan. Will proposes we take a deeper look at what we can use that space for. As of now the sub-committee is only Helen and Will- he proposes a hiatus on this committee until we can have more members join. Board would like to have a discussion with the biking group to answer each others questions.

Next steps: table the discussion for now and decommission the sub-committee at this time. Joni to reach out to Rob Westover via email about the plan moving forward based on discussion.

#### Hooper Proposed Budget

- Helen provider proposed budget

- Amy asked for an income side to the budget

- Questions for the budget including but no limited to: specific proposal for laptops/ printers

Joni reviews agenda to make sure we covered the items

meeting adjourned 7:27pm

Respectfully submitted,

Emma Kobeski  
Secretary