

FOCB Officers Meeting

Minutes

August 31, 2017, 6:00 – 8:00 p.m.

Attendees:

Aaron Pearlman
Cindi Carrell
Jen Means
Heather Randol
Gary Riler

2017-2018 Budget Review:

- Garage sale made approx. \$2700
- Car wash made \$1097
- Sponsorships – two for \$100 each have been received, Jen to determine certificates to display
- No new expenditures; next year, consider small picnic budget
- Only expenditures to date were for garage sale supplies, picnic site rental

Upcoming Fundraisers and Events

- Pastini – October 23, 24, 11 am to close (Cindi to notify eNews)
- Imperial Bottle Shop – October 25, 3 – 10 (Susan Duck to notify eNews)
- Hip Chicks do Wine wine tasting – April 14, 2018 for now
- Play-a-thon Sept. 15; 3:45 – 11:45
 - Fliers for back to school night - Gary
 - Aaron to put the website up by Monday
 - Funding needs to be moved to PTA – Aaron
 - Tami and Craig to help get more people signed up to volunteer, chaperone; potluck dinner and snack – Aaron to follow up
- Pep band 8th grade outreach on Sept. 29th – pizza dinner here – Sasha for hospitality & sign ups for parent help
- Tag day for sponsorships – Cindi to follow up regarding mailers, shoot for October 14th for tag day
- Back to school night – we can have a stack of sign up forms which are good for raising awareness; Gary sent out an email today about signing up and Jen got some responses
- November 7, possible Metropolitan Youth Symphony performance in the evening; could be a concessions opportunity; Jen will let Brianne know
- T-shirt sale for parents could be an additional fundraiser; Jen to follow up with parent who suggested it

Disneyland Trip

- Gary has received some additional requests to participate in the Disneyland trip; decided to open the registration window until the Monday (9/18) after Play-a-Thon
- Gary will be sending out email reminders and will discuss at Back-to-School night
- Scholarship requests are also due 9/18
- Two new requests, board reviewed them and approved them both, Jen to respond to both requestors

Meeting Schedule

- Third Monday of every month, starting with September 18th
- Agenda for Sept 18th - Welcome/mission/purpose of FOCB (Aaron), filling volunteer needs, reviewing financials (Jen), Disneyland (Gary); lead on tag day sponsorship (Jen); Overview calendar/update event (Gary)
- Nov/Dec meeting on Monday, Nov 27th
- Board meeting approx. one week before – October 9th at 6:00, following months TBD

Documents Review

- Cindi sent out link to bylaws and fiscal sponsorship agreement
 - Bylaws from another school, still needs proofreading;
 - No need for a provision about board approving check writing
 - Remove references to Dues
 - We can go in and edit on Google Docs
 - Bylaws and fiscal sponsorship suggestions by September 29th – Cindi to send out a reminder about a work on
- Cindi will send out mission statement also, comments by September 29th as well
- Contract for services with clinicians
 - Requires background check
 - Mention receipt for fingerprinting
 - Form approved with minor changes