

*Friends* of Alice Birney Elementary

**Agenda  
8/27/2013 Board Meeting  
Jennifer's Dining Room (4644 Vista Street)**

<b>Time</b>	<b>Item</b>	<b>Who</b>	<b>Action</b>	<b>Attachment</b>
6:00 PM	1. Approve Agenda	All	Motion/ Vote	
6:05 PM	2. Approve minutes of 7/18/13	All	Motion/ Vote	attachment 1
6:10 PM	3. Treasurer's Report and proposed 2013/2014 Budget	Dennis & John	No	attachment 2
6:50 PM	4. Committees and chair assignments	Jennifer	No	See chart below
7:00 PM	5. Trebuchet - 11/2/13: Volunteers, material donations, teacher or class component? Publicity/ possible sponsorships, possible community partners	All	No	
7:10 PM	6. Upcoming FOAB publicity: 8/30 Kinder orientation, 9/6 Family Friday, Welcome letter with calendar of events with first Buzz (fundraising goal, what money pays for, please attend October meeting, grant writing help needed), & community partners	Jennifer	No	
7:20 PM	7. Next meeting: Reschedule from 9/5/13 to alt Sept. date, w/o conflicting with PTA	Jennifer	No	None
7:30 PM	8. Adjourn	All	Motion/ Vote	None

<b>2013/2014 FOAB</b>	
<b>meeting dates and main topic of discussion</b>	
9/5/13	Trebuchet and Parent's Night Out #1
10/3/13	Open house, subcommittees
11/7/13	Budget, grant writing, & Big Give
12/6/13	Grant writing and Big Give
1/9/14	Parent's Night Out #2
2/6/14	Parent's Night Out #2 & Jog-a-thon
3/6/14	Jog-a-thon
4/3/14	Long range planning & budget review
5/1/14	Summer Event
6/5/14	Budget & Pride Parking
7/10/14	Yr. in Review & 2014/2015 calendar
8/7/14	Draft Budget

<b>Committee chairs</b>	
Budget	John
Trebuchet	
Parent Nights Out	
Big Give	
Jog-a-thon	Brenda/Susan
Pride Parking	Elizabeth
Summer Event	
New Fundraising ideas	
Grant Writing	
Outreach/publicity	
Other?	

# *Friends* of Alice Birney Elementary

MINUTES  
**7/18/13 Board Meeting**  
 Birney Library

Meeting Called to Order by Jennifer 6:10p.m.

Topic	Discussion	Action
Minutes	Minutes reviewed.	Motion by John 1 <sup>st</sup> Susan 2 <sup>nd</sup> Laura
Attendance	Jennifer Ayala            President Susan Biegenzahn        Secretary Elizabeth Austin        Vice President Samantha Boice        SSC Rep Beth Deig                PTA Rep Laura Dadum            Members John Amat                Members Ms. Amanda              Members Beth Lunde	
Financial	John reviewed <ol style="list-style-type: none"> <li>1. Balance as of 6/30/13 70,968.49</li> <li>2. Additional income – Pride parking estimated \$3500.00 – goes to 2013-2014 budget</li> <li>3. 2013-2014 Budget estimate \$74,468.49</li> <li>4. Operating expenses include but not limited to: Advertising Banner, Insurance, Permits, P.O. Box, Pay Pal Fees, Returned checks, teacher appreciation</li> <li>5. August 2013 Budget to be reconciled</li> <li>6. Paypal Alternate discussed</li> <li>7. Spanish 1400 instead of 4560?</li> </ol>	
Fundraising	<ol style="list-style-type: none"> <li>1. Jennifer reviewed proposed Fundraising Calendar 2013-2014</li> <li>2. October 18 Parent Night out</li> <li>3. November 2 Trebuchet</li> <li>4. December 19 Give Big</li> <li>5. February 21 Parent Night out</li> <li>6. March 14 Run for the Green</li> <li>7. June ?</li> <li>8. July 18-20 – Pride Parade July 19, 2014</li> <li>9. August Manual Ice Cream Making comp.</li> </ol>	
Other Business	<ol style="list-style-type: none"> <li>1. 2013-2014 Meeting Dates FOABE Sept 5, Oct 3, Nov. 7, Dec 5, Jan 9, Feb 6, Mar 6, April 3, May 1, June 5, July 10, Aug. 7</li> </ol>	
Adjourn	Meeting adjourn at 7:10pm	Laura
Next Meeting	August 27	

**Friends of Alice Birney Elementary  
Proposed Budget for 2013-2014**

Account Number	Name	2012-2013 Actuals	2013-2014 Proposed	Difference
<b>Income</b>				
4002	Donations	12,740.50	15,000.00	(2,259.50)
	<b>Fundraisers</b>			
	2013 Jog-A-Thon	31,853.60	33,000.00	(1,146.40)
	Amazon Store Front	408.33	519.00	(110.67)
	Clem's Event	1,961.00	0.00	1,961.00
	Give Big	18,363.00	20,000.00	(1,637.00)
	Monthly Contributions	3,456.80	3,500.00	(43.20)
	Pride Parking	4,381.00	4,381.00	0.00
	U31	1,186.60	1,180.00	6.60
	Other Fundraiser	0.00	1,000.00	(1,000.00)
	<b>Programs</b>			
	Garden	6,720.00	0.00	6,720.00
	<b>Total Income</b>	<b>79,589.83</b>	<b>78,580.00</b>	<b>2,490.83</b>
<b>Expenses</b>				
5001	Advertising & Promotion	129.87	200.00	(70.13)
5003	Bank Charges	26.80	50.00	(23.20)
5004	Bank Charges – NSF	36.00	50.00	(14.00)
5005	PayPal Fees	23.38	25.00	(1.62)
5407	Insurance	885.00	885.00	0.00
5410	Other Expenses	632.08	700.00	(67.92)
5420	Operating Expenses	128.00	128.00	0.00
	<b>Fundraisers</b>			
	2013 Jog-A-Thon	809.29	800.00	9.29
	Clem's Event	423.84	0.00	423.84
	Give Big	419.52	420.00	(0.48)
	Monthly Contributions	173.26	180.00	(6.74)
	Pride Parking	352.00	352.00	0.00
	<b>Programs</b>			
	Art/Music/Dance	19,867.00	23,000.00	(3,133.00)
	Garden	18,639.28	21,000.00	(2,360.72)
	IB Membership and Evaluation	11,000.00	7,790.00	3,210.00
	Library	9,172.00	0.00	9,172.00
	Spanish	23,140.00	23,000.00	140.00
	<b>Total Expenses</b>	<b>85,857.32</b>	<b>78,580.00</b>	<b>7,277.32</b>
	<b>Net Gain or Loss</b>	<b>(6,267.49)</b>	<b>0.00</b>	

**Cash on Hand as of 8/26/2013 \$75,622.81**