

Agenda
11/7/2013 Board Meeting
Alice Birney Elementary Classroom

Time	Item	Who	Action	Attachment
6:00 PM	1. Approve Agenda	All	Motion/ Vote	
6:03 PM	2. Approve minutes of 9/17/13 Approve minutes of 10/3/13	All	Motion/ Vote	attachment 1 & 2
6:05 PM	3. Treasurer's Report & Budget Review, thermostat, & Jill Thompson funding	John	No	attachment 3 & 4
6:15 PM	4. Fundraising stratgies: IB teacher training, Jill Thompson, Dog Poo banner, games for Ms. Patti, Razoo	All	No	attachment 5
6:30PM	5. Report: PNO #1	Susan	No	None
6:40 PM	6. Report: University Heights Urban Harvest Festival	Jennifer	No	None
6:50 PM	7. Fundraising feedback: idea = simple 3 question surveys?	Jennifer	No	None
6:55 PM	8. ICES delivery of services/new stipulations re. proration.	Elizabeth	No	None
7:00 PM	9. Grant Writing Committee: Update	Samantha	No	None
7:10 PM	10. Big Give update: Brenda Anderson chair	Jenifer	No	None
7:20 PM	11. University Heights Development Corporation Open Aire Mkt - Jennifer B.	Jennifer	No	None
7:25 PM	12. FOAB outreach: Jennifer, Beth L. working on donor tools info, annual report, and general donor communications/appreciation	Jennifer	No	None
7:30 PM	13. PTA report and message from FOAB:	Beth	No	None
7:35 PM	14. Next meeting: December 5, 2013 (conflict with UHCA?)	Jennifer	No	None
7:40 PM	15. Adjourn	All	Motion/ Vote	None

2013/2014 FOAB

meeting dates and main topic of discussion

9/5/13	UHUH 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

Committee chairs

Budget	<u>John</u>
UHUH Festival	<u>Jennifer</u>
Parent Nights Out	<u>Susan & Laura</u>
Big Give	<u>Brenda</u>
Jog-a-thon	<u>Aracely & Sean</u>
Pride Parking	<u>Elizabeth</u>
Give Big	<u>Brenda?</u>
Grant Writing	<u>Samantha</u>
Outreach/publicity	<u>Jennife r& Beth D.</u>
Summer Event	<u>N/A at this time</u>
Passive fund raising	<u>Karin & Melissa</u>
New Ideas Research	<u>Beth Lunde</u>

Friends of Alice Birney Elementary

MINUTES –Attachment 1
9/17/13 Board Meeting
 Birney Library

Meeting Called to Order by Jennifer 6:11p.m.

Topic	Discussion	Action
Agenda	Agenda reviewed	Motion by John 1 st Liz 2 nd Laura
Minutes	Minutes reviewed.	Motion by Jennifer 1 st John 2 nd Beth
Attendance	Jennifer Ayala President Elizabeth Austin Vice President Susan Biegenzahn Secretary Dennis Gage Treasurer Samantha Boice SSC Rep Beth Deig PTA Rep John Amat Member Laura Dadmun Member Amanda Hammond Williams Principal Beth Lunde	
Financial	Treasurer's Report – Dennis & John 1. Balance as of 9/14/13 \$55,439.89 2. Discussed and Voted on 2013-2014 Budget \$91580.00 3. Anonymous Donations 2013 approx. 9000.00 4. Lions club donation 1000.00/5000.00	
Committee chairs	1. Trebuchet – Beth brought prototype, Event scheduled for 11/2 – 2pm-5pm, Issues discussed: Insurance – Laura, advertise, food and beverage permits, build of trebuchet – lumber etc.. Beth 2. Advertise event: Flyers, NP News, Buzz, PTA UH, Banner, Calendar/Reader, SD Family. 3. Trebuchet future vision – local chefs, garden tours, educational activities, community involvement, BEER garden 4. Parents night out – Susan / Carrie B discussed for 10/18 back up 10/25 5. Give Big – Board Seed Money? Official Event will be May 2014 6. New \$ Goal banner discussed – Break down of specials into sessions – Fall Winter Spring 7. Outreach / Publicity 8. PTA meeting 6:30 9/19 – Secretary resigned and future meetings may be put back to 6pm	
Other Business	*Upcoming event dates – Open House Meeting Oct 3 6pm	
Adjourn	Meeting adjourn at 7:50pm	Dennis/John
Next Meeting	Next meeting rescheduled to Thursday, Oct 3 6pm	

Friends of Alice Birney Elementary

MINUTES- Attachment 2
10/3/13 OPEN HOUSE Meeting
 Room 306

Meeting Called to Order by Jennifer 6:00p.m.

Topic	Discussion	Action																
Agenda	FOABE Introduced by Jennifer all guests introduced as well as board members.																	
Guest attendance	Melissa Cruse, Sarah McLure, Sean Courtney, Aryn Famiglietti, Karin Claisse, Jennifer Bailly, Dawn Martin, Beth Lunde, Layla Hains																	
Attendance	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Jennifer Ayala</td> <td>President</td> </tr> <tr> <td>Elizabeth Austin</td> <td>Vice President</td> </tr> <tr> <td>Susan Biegenzahn</td> <td>Secretary</td> </tr> <tr> <td>Dennis Gage</td> <td>Treasurer</td> </tr> <tr> <td>Samantha Boice</td> <td>SSC Rep</td> </tr> <tr> <td>Beth Deig</td> <td>PTA Rep</td> </tr> <tr> <td>John Amat</td> <td>Member</td> </tr> <tr> <td>Laura Dadmun</td> <td>Member</td> </tr> </table>	Jennifer Ayala	President	Elizabeth Austin	Vice President	Susan Biegenzahn	Secretary	Dennis Gage	Treasurer	Samantha Boice	SSC Rep	Beth Deig	PTA Rep	John Amat	Member	Laura Dadmun	Member	
Jennifer Ayala	President																	
Elizabeth Austin	Vice President																	
Susan Biegenzahn	Secretary																	
Dennis Gage	Treasurer																	
Samantha Boice	SSC Rep																	
Beth Deig	PTA Rep																	
John Amat	Member																	
Laura Dadmun	Member																	
	<p>Talked about FOABE history, purpose, and goals, financial and educational.</p> <p>Calendar of events discussed, Committees to volunteer on and support all projects. Active and Passive volunteering discussed.</p>																	
Committee chai	<p style="text-align: center;">See attached</p> <p style="text-align: center;">Add-</p> <p style="text-align: center;">Jog-a-Thon- Aracely and Sean</p> <p style="text-align: center;">Passive Fundraising – Karin and Melissa</p> <p style="text-align: center;">New Ideas Research – Beth Lunde ??</p>																	
Adjourn	Meeting adjourn at 8pm																	
Next Meeting	Next meeting rescheduled to Thursday, Nov.7																	

From September 15, 2013 to November 5, 2013

	<u>Current</u>	<u>Year to Date</u>	<u>Budget</u>
Cash Balance Forward			
Chase Checking	55,439.89	69,768.49	69,768.49
Total Cash Balance Forward	<u>\$ 55,439.89</u>	<u>\$ 69,768.49</u>	<u>\$ 69,768.49</u>
Income			
Donations - Administration	75.00	1,190.00	15,000.00
Donations - Community	30.00	30.00	0.00
Fundraisers			
2014 Run for the Green	0.00	0.00	33,000.00
Amazon Store Front	34.81	60.56	519.00
DonorNation	131.41	310.01	0.00
Give Big	0.00	0.00	20,000.00
Grants	0.00	0.00	10,000.00
Harvest Festival	1,139.55	1,139.55	0.00
Monthly Contributions	505.00	1,310.00	3,500.00
Parents Night Out1	0.00	0.00	2,000.00
Parents Night Out2	0.00	0.00	2,000.00
Pride Parking	0.00	4,381.37	4,381.00
U31	2,319.21	2,319.21	1,180.00
Total Income	<u>\$ 4,234.98</u>	<u>\$ 10,740.70</u>	<u>\$ 91,580.00</u>
Expenses			
Advertising & Promotion	0.00	0.00	200.00
Bank Charges	0.00	0.00	50.00
Bank Charges - NSF	0.00	0.00	50.00
Insurance	0.00	0.00	885.00
Operating Expenses	0.00	0.00	128.00
Other Expenses	165.00	165.00	700.00
PayPal Fees	32.34	32.34	0.00
PayPal Fees - Administration	0.00	1.03	25.00
Fundraisers			
2014 Run for the Green	0.00	0.00	800.00
DonorNation	0.87	8.44	0.00
Give Big	0.00	0.00	420.00
Monthly Contributions	21.00	56.72	180.00
Pride Parking	0.00	0.00	352.00
Programs			
Art/Music/Dance	0.00	0.00	23,000.00
Garden	3,864.24	3,864.24	21,000.00
IB Membership and Evaluation	0.00	7,790.00	7,790.00
Library	0.00	13,000.00	13,000.00
Spanish	5,840.00	5,840.00	23,000.00
Total Expenses	<u>\$ 9,923.45</u>	<u>\$ 30,757.77</u>	<u>\$ 91,580.00</u>
Net Income	<u>\$ (5,688.47)</u>	<u>\$ (20,017.07)</u>	<u>\$ 0.00</u>
Carry Over Funds			<u>\$ 0.00</u>
Unallocated			<u>\$ 69,768.49</u>
Cash Balance	<u><u>\$ 49,751.42</u></u>	<u><u>\$ 49,751.42</u></u>	

Checks to Ratify

172	Dig Down Deep	Garden Program 9/10 - 9/26	1,664.24
173	IES - Spanish	IES Services Inv #1	2,140.00
175	Dig Down Deep	October Invoice	2,200.00
176	John Amat	Thermometer Banner & Harvest Festival Banner	224.40
177	Lynn Patterson	U31 Supplies	10.79
178	Elizabeth Austin	Open House Refreshments/Snacks	50.00
179	IES - Spanish	October Invoice	3,700.00

Signature

Date

Date	Type	Number	Description	Amount	Totals
Chase Checking					
Balance On Hand 09/15/2013					\$ 55,439.89
Income					
09/27/2013	DEPOSIT		Deposit	\$ 15.62	
10/07/2013	ADJUSTMENT	1	Paypal Transactions from 8/31/13 - 10/5/13	117.75	
10/07/2013	ADJUSTMENT	2	Paypal Transactions from 8/31/13 - 10/5/13	267.37	
10/17/2013	DEPOSIT		Deposit	30.00	
10/17/2013	DEPOSIT		Deposit	20.00	
10/26/2013	ADJUSTMENT	3	Paypal Transactions from 10/8/13 to 10/26/13	8.34	
10/26/2013	ADJUSTMENT	4	Paypal Transactions from 10/8/13 to 10/26/13	735.11	
10/26/2013	ADJUSTMENT	5	Paypal Transactions from 10/8/13 to 10/26/13	176.63	
10/28/2013	DEPOSIT		Deposit	1,517.00	
10/30/2013	DEPOSIT		Deposit	19.19	
11/01/2013	DEPOSIT		Deposit	500.00	
11/01/2013	DEPOSIT		Deposit	70.00	
11/04/2013	DEPOSIT		Deposit	823.95	
11/04/2013	VOID CHECK	174	Void	1.00	
TOTAL				\$ 4,301.96	\$ 4,301.96
Total Income					\$ 4,301.96
Expenses					
09/30/2013	CHECK	172	Dig Down Deep, Garden Program 9/10 - 9/26	\$ 1,664.24	
10/30/2013	CHECK	173	IES - Spanish, IES Services Inv #1	2,140.00	
11/02/2013	CHECK	175	Dig Down Deep, October Invoice	2,200.00	
11/02/2013	CHECK	176	John Amat, Thermometer Banner & Harvest Festival Banner	224.40	
11/02/2013	CHECK	177	Lynn Patterson, U31 Supplies	10.79	
11/02/2013	CHECK	178	Elizabeth Austin, Open House Refreshments/Snacks	50.00	
11/02/2013	CHECK	179	IES - Spanish, October Invoice	3,700.00	
11/04/2013	CHECK	174	Void	1.00	
TOTAL				\$ 9,990.43	\$ 9,990.43
Total Expenses					\$ 9,990.43
Balance On Hand 11/05/2013					\$ 49,751.42



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3. Razoo has a flat, low 4.9% rate.

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- Dana Nelson
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minutes to set up my account on Razoo and have everything completely done. A few minutes later, I got my first donation. It was very easy to use."

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Cancer Fundraising

and the staff at the organization I am fundraising for (FSH Society) find it very user-friendly."

- Paula Birnbaum
FSH Society



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