

Agenda
1/16/2104 Board Meeting
Jennifer's House

Time	Item	Who	Action	Attachment
6:00 PM	1. Approve Agenda	All	Motion/ Vote	
6:01 PM	2. Approve minutes of 11/7/13	All	Motion/ Vote	attachment 1
6:05 PM	3. Treasurer's Report & Budget Review, thermostat, & Jill Thompson funding	John	No	attachment 2 & 3
6:15 PM	4. 2013 Give Big	All	No	None
6:25PM	5. Grant Writing Committee: Update	Samantha	No	None
6:35 PM	6. PNO #2 - U31 on February 28	Susan	No	None
6:45 PM	7. Jog-a-thon - Sean Courtney possible new chairperson	Jennifer	No	None
6:55 PM	7. Mark Koopman TV donation	Laura	No	None
7:00 PM	8. Special Guest - Sarah Trublood, VP of Roosevelt	Beth	No	None
7:25 PM	9. FOAB outreach: Jennifer, Beth L. working on donor tools info, annual report, and general donor communications/appreciation	Jennifer	No	None
7:22 PM	10. PTA report and message from FOAB:	Beth	No	None
7:28 PM	11. Next meeting: February 6, 2013	Jennifer	No	None
7:30 PM	12. 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
1/16/14	Parent's Night Out #2 2/28
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
12/5/13 Meeting
 Room 3

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

Topic	Discussion	Action
Agenda	Reviewed-Approved	Motion by Dennis/Beth
Minutes	Reviewed-Approved	Motion by Dennis/Beth
Attendance	Jennifer Ayala President Susan Biegenzahn Secretary Dennis Gage Treasurer Samantha Boice SSC Rep Beth Deig PTA Rep John Amat Member Guest: Aracely Lara, Tom O'Malley, Sean Courtney, Beth Lunde,	
Financial	Treasurer's Report – Dennis & John 1. Balance as of 11/30/13 60408.40 2. Winter fundraiser – Give Big, PNO#2	
Fundraising Report And additional information	Fundraising reports- *PNO #2 Date Feb 28–Susan working with Carrie Binder and U-31 has agreed to holding it and increasing kitchen staff. *Grant Writing – Samantha went to workshop, collected info from successful grants that were written, Maxim, Victory and Dreyfuss – Tom O'Malley offered to assist *Give Big Dec 19 – Beth and Brenda gave through description of all aspects of program *Jog-a-thon Committee – Aracely, Tom, Sean, Sarah discussed few details, and Tom will bring info to teachers and encourage teachers to support sponsorships	
Other business	FOABE outreach – solicit local shops and restaurants for donations in Jan. PTA – Shoe donation coming up end of Jan	
Adjourn	Meeting adjourn at 7.30pm	
Next Meeting	Next meeting Jan 16 at Jennifer's House 6pm	

	<u>Current</u>	<u>Year to Date</u>	<u>Budget</u>
Cash Balance Forward			
Chase Checking	69,768.49	69,768.49	69,768.49
Total Cash Balance Forward	<u>\$ 69,768.49</u>	<u>\$ 69,768.49</u>	<u>\$ 69,768.49</u>
Income			
Donations - Administration	1,200.00	1,200.00	15,000.00
Donations - Community	10,265.00	10,265.00	0.00
Fundraisers			
2014 Run for the Green	0.00	0.00	33,000.00
Amazon Store Front	211.81	211.81	519.00
DonorNation	435.86	435.86	0.00
Give Big	16,867.00	16,867.00	20,000.00
Grants	0.00	0.00	10,000.00
Harvest Festival	995.03	995.03	0.00
Monthly Contributions	1,870.00	1,870.00	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	4,381.37	4,381.37	4,381.00
U31	2,439.21	2,439.21	1,180.00
Total Income	<u>\$ 38,665.28</u>	<u>\$ 38,665.28</u>	<u>\$ 91,580.00</u>
Expenses			
Advertising & Promotion	0.00	0.00	200.00
Bank Charges	4.00	4.00	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	200.00	200.00	700.00
PayPal Fees	36.12	36.12	0.00
PayPal Fees - Administration	1.03	1.03	25.00
Fundraisers			
2014 Run for the Green	0.00	0.00	800.00
DonorNation	12.99	12.99	0.00
Give Big	501.30	501.30	420.00
Monthly Contributions	80.22	80.22	180.00
Pride Parking	175.00	175.00	352.00
Programs			
Art/Music/Dance	0.00	0.00	23,000.00
Garden	6,364.24	6,364.24	21,000.00
IB Membership and Evaluation	7,790.00	7,790.00	7,790.00
Library	13,000.00	13,000.00	13,000.00
Spanish	10,040.00	10,040.00	23,000.00
Total Expenses	<u>\$ 38,204.90</u>	<u>\$ 38,204.90</u>	<u>\$ 91,580.00</u>
Net Income	<u>\$ 460.38</u>	<u>\$ 460.38</u>	<u>\$ 0.00</u>
Carry Over Funds			\$ 0.00
Unallocated			\$ 69,768.49
Cash Balance	<u><u>\$ 70,228.87</u></u>	<u><u>\$ 70,228.87</u></u>	

Checks to Ratify

170	The International Baccalaureate	Yearly Membership	7,790.00
171	Alice Birney Elementary	Library	13,000.00
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
180	IES - Spanish	October 2013 Invoice	3,700.00
181	Franchise Tax Board	2012-2013 Fiscal Year Taxes	10.00
182	Attorney General's Registry of Charitable Trust	2012-2013 Fiscal Year fee	25.00
183	Laura Dadmun	City Park Permit - Harvest Festival	110.00
184	Jennifer Ayala	SDUSD Permit - Harvest Festival	175.00
185	Elizabeth Austin	Supplies - Harvest Festival	34.52
186	Dig Down Deep	Garden Invoice November 2013	1,180.00
187	IES - Spanish	Spanish Invoice November 2013	1,980.00
188	IES - Spanish	December 2013 Invoice	2,220.00
189	Dig Down Deep	December 2013 Invoice	1,320.00

Signature

Date