

**Agenda**  
**3/6/2104 Board Meeting**  
**Alice Birney Elementary - Room 3**

<b>Time</b>	<b>Item</b>	<b>Who</b>	<b>Action</b>	<b>Attachment</b>
6:00 PM	1. Approve Agenda	All	Motion/ Vote	
6:01 PM	2. Approve minutes of 1/16/14	All	Motion/ Vote	attachment 1
6:05 PM	3. Treasurer's Report & Budget Review:	John/ Jennifer	No	attachment 2, 3, & 4
6:30 PM	4. PNO #2 - U31 summary	Susan	No	None
6:40 PM	5. Jog-a-thon	Jennifer	No	None
7:00 PM	6. Grant Writing Committee: Update	Samantha	No	None
7:10 PM	7. Partnering with teachers - supporting teacher requests by union		No	None
7:20 PM	8. FOAB outreach: 1st quarter update went out. Need to figure out how to thank all sponsors, not just Run for Green. 1 person to manage donor database all year long	Jennifer	No	None
7:22 PM	9. PTA report and message from FOAB:	Beth	No	None
7:28 PM	10. Next meeting: April 3, 2013 Location TBD	Jennifer	No	None
7:30 PM	11. 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 &amp; Laura</u>
Big Give	<u>Brenda</u>
Jog-a-thon	<u>Jennifer / Aryn</u>
Pride Parking	<u>Elizabeth</u>
Give Big	<u>Brenda</u>
Grant Writing	<u>Samantha</u>
Outreach/publicity	<u>Jennife &amp; Beth D.</u>
Summer Event	<u>N/A at this time</u>
Passive fund raising	<u>Karin &amp; Melissa</u>
New Ideas Research	<u>Beth Lunde</u>

# *Friends* of Alice Birney Elementary

MINUTES  
**2/6/14 Meeting**  
**ROOM 3**

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

Topic	Discussion	Action
Agenda	Reviewed-Approved	Motion by Laura/Jennifer
Minutes	Reviewed-Approved	Motion by Dennis/Laura
Attendance	Jennifer Ayala            President Liz Austin                Vice President Susan Biegenzahn        Secretary Samantha Boice          SSC Rep Beth Deig                 PTA Rep Laura Dadmun            Member Dennis Gage              Treasurer John Amat                 Treasurer Amanda Hammond-Williams Principal Guest: Aryn Famiglietti, Korin Claisse	
Financial	Treasurer's Report – Dennis / John 1. Balance as of 1/31/14 76,249.92 2. Raised so far this school year \$44,723.31 3. Amanda Reported that in 2014-15 New Budget will be – IB training- approx.. 16,000, IB Fees-approx 7600.00 – Shared IB coordinator, Same amount of teachers 21 4. Donor Nation – 800.00	
Fundraising Report And additional information	Fundraising reports- *PNO #2 Date Feb 28–Susan, Carrie and Aracely canvasses Park Ave vendors on 1/25 with many promise of donations. Big Push for donations *Grant Writing – Samantha working on continuation of IB sustainability task force. Grant committee to meet before PTA mtg 2/27 *Jog-a-thon Committee –Aryn & Sean schd committee mtg on Tue. 2/25	
Other business	FOABE outreach - Jennifer talked about letter to neighbors going out on 2/7 and possibly adding photographs of students PTA – Shoe Drive needs 75 lb more and adding a week till deadline Amazon Smile info needing research – asking Beth L to check on % back to Birney Amanda talked about 2020 Forum – please go to La Jolla meeting Announcement- Birney selected to be Smart Start school and more information to follow. Parent engagement night, 8 weeks of workshops, info provided about all levels of school programs that are offered at SDUSD	
Adjourn	Meeting adjourn at 7.40pm	
Next Meeting	March 6 – location at School 6pm	

Date	Type	Number	Description	Amount	Totals
<b>Chase Checking</b>					
<b>Balance On Hand 2/1/2014</b>					<b>\$ 76,385.68</b>
<b>Income</b>					
02/04/2014	DEPOSIT		Donation	\$ 1,000.00	
02/20/2014	DEPOSIT		2014 Run for the Green	570.00	
02/28/2014	DEPOSIT		Amazon Store Front	383.95	
03/02/2014	ADJUSTMENT	22	Paypal transactions 2/27/14 to 3/2/14	72.75	
03/02/2014	ADJUSTMENT	23	Paypal transactions 2/27/14 to 3/2/14	760.39	
03/02/2014	ADJUSTMENT	24	Paypal transactions 2/27/14 to 3/2/14	72.45	
03/03/2014	DEPOSIT		PNO-2 U31	2,045.00	
03/03/2014	DEPOSIT		2014 Run for the Green	250.00	
03/03/2014	ADJUSTMENT	25	Paypal Transactions 1/29/14 to 2/26/14	269.34	
TOTAL				\$ 5,423.88	\$ 5,423.88
Total Income					<b>\$ 5,423.88</b>
<b>Expenses</b>					
02/06/2014	CHECK	190	Alice Birney Elementary, Art -Music Progam for 17 Weeks	\$ 11,560.00	
02/06/2014	CHECK	191	PTAEZ, Accounting Software Invoice 1431	199.00	
02/06/2014	CHECK	193	Biegenzahn, Susan, U31 Expense Reimbursement	31.01	
02/06/2014	CHECK	194	Dig Down Deep, Garden Invoice for January 2014	880.00	
TOTAL				\$ 12,670.01	\$ 12,670.01
Total Expenses					<b>\$ 12,670.01</b>
<b>Balance On Hand 3/5/2014</b>					<b>\$ 69,139.55</b>

	Selected Period	Year to Date	Budget
<b>Cash Balance Forward</b>			
Chase Checking	69,768.49	69,768.49	69,768.49
Total Cash Balance Forward	\$ 69,768.49	\$ 69,768.49	\$ 69,768.49
<b>Income</b>			
Donations - Administration	2,200.00	2,200.00	15,000.00
Donations - Community	10,265.00	10,265.00	0.00
<b>Fundraisers</b>			
2014 Run for the Green	895.00	895.00	33,000.00
Amazon Store Front	731.52	731.52	519.00
DonorNation	1,234.86	1,234.86	0.00
Give Big	21,786.03	21,786.03	20,000.00
Grants	0.00	0.00	10,000.00
Harvest Festival	995.03	995.03	0.00
Monthly Contributions	2,565.00	2,565.00	3,500.00
PNO-1 U31	2,439.21	2,439.21	1,180.00
PNO-2 U31	2,826.49	2,826.49	2,000.00
PNO-3	0.00	0.00	2,000.00
Pride Parking	4,381.37	4,381.37	4,381.00
Total Income	\$ 50,319.51	\$ 50,319.51	\$ 91,580.00
<b>Expenses</b>			
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
Computer Expense	199.00	199.00	0.00
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	59.47	59.47	0.00
PayPal Fees - Administration	1.03	1.03	25.00
<b>Fundraisers</b>			
2014 Run for the Green	0.00	0.00	800.00
DonorNation	36.46	36.46	0.00
Give Big	501.30	501.30	420.00
Monthly Contributions	106.94	106.94	180.00
PNO-1 U31	31.01	31.01	0.00
Pride Parking	175.00	175.00	352.00
<b>Programs</b>			
Art/Music/Dance	11,560.00	11,560.00	23,000.00
Garden	7,244.24	7,244.24	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	\$ 50,948.45	\$ 50,948.45	\$ 91,580.00
Net Income	\$ (628.94)	\$ (628.94)	\$ 0.00
Carry Over Funds			\$ 0.00
Unallocated Reserves			\$ 69,768.49

**Cash Balance**

\$ 69,139.55	\$ 69,139.55
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**Checks Written**

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
190	Alice Birney Elementary	Art -Music Progam for 17 Weeks	11,560.00
191	PTAEZ	Accounting Software Invoice 1431	199.00
193	Biegenzahn, Susan	U31 Expense Reimbursement	31.01
194	Dig Down Deep	Garden Invoice for January 2014	880.00

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Signature

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Date

<b>Summary</b>			
Start Date:	07/01/2013	End Date:	06/30/2014
<b>Item Sales</b>			
Total Item Sales:	\$ 0.00		
<b>Total Estimated Sales</b>	<b>\$ 0.00</b>	<b>Actual Sales:</b>	<b>\$ 2,826.49</b>
<b>Item Costs</b>			
Total Item Costs:	\$ 0.00		
Total Fixed Items:	0.00		
<b>Total Estimated Costs</b>	<b>\$ 0.00</b>	<b>Actual Costs:</b>	<b>\$ 0.00</b>
<b>Estimated Profit:</b>	<b>\$ 0.00</b>	<b>Actual Profit:</b>	<b>\$ 2,826.49</b>
Notes:			

**Estimated**

**Item Costs**

Item Name	Quantity	Amount	Subtotal
Total Estimated Item Costs			\$ 0.00

**Fixed Items**

Item Name	Quantity	Amount	Subtotal
Total Estimated Fixed Items			\$ 0.00

**Item Sales**

Item Name	Quantity	Amount	Subtotal
Total Estimated Item Sales			\$ 0.00

**Actual**

**Sales**

Date	Type	Number	Description	Amount
02/28/2014	RECEIPT	97h	STB LLC: PNO-2	\$ 596.00
02/28/2014	RECEIPT	98h	Brownwell, Peter: PNO-2	155.00
02/28/2014	RECEIPT	99h	Cline, Julia: PNO-2	235.00
02/28/2014	RECEIPT	100h	Cash: PNO-2	1,059.00
03/02/2014	ADJUSTME NT	23	PNO-2	781.49

**Sales**

<b>Total Actual Sales</b>	<u><u>\$ 2,826.49</u></u>
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**Costs**

<u>Date</u>	<u>Type</u>	<u>Number</u>	<u>Description</u>	<u>Amount</u>
			<b>Total Actual Costs</b>	<u><u>\$ 0.00</u></u>