

**Friends of Alice Birney Elementary**  
**5/8/2014 Board Meeting**  
**Alice Birney Elementary - Room 26, Mr. O'Malley's room**

Time	Item	Who	Action	Attachment
3:45 PM	1. Approve Agenda	Board members	Motion/ Vote	
3:46 PM	2. Approve minutes of 3/6/14	Board members	Motion/ Vote	attachment 1
3:50 PM	3. Treasurer's Report & Budget Review and switching banks	John	No	attachment 2 & 3
4:00 PM	4. Run for the Green review: \$29,124.58, loose ends: IRS + thank you ltrs to sponsors, banner, website update with logos/links	Jennifer	No	attachment 4
4:10 PM	5. Give BIG review: \$1,915.00, not sure re matching, Summary email to go out ASAP	Jennifer	No	None
4:20 PM	6. Grant Writing Committee: Update	Samantha	No	None
4:30 PM	7. PNO #3 - date, location, raffle, auction	?	No	attachment 5
4:40 PM	8. University Heights Harvest Festival - form committee	?	No	attachment 6
4:50 PM	9. Board Elections - August? Openings? Nominations?	All	No	attachment 7
5:00 PM	10. Long range sponsor planning - avoid double dipping, plan out year and sponsor thank yous - need committee	Jennifer	No	None
5:10 PM	11. FOAB outreach: Twitter! Social media	All	No	None
5:20 PM	12. PTA report and message from FOAB:	Beth	No	None
5:25 PM	13. Next meeting: June 2014- location /time TBD	All	No	None
5:30 PM	14. Adjourn	Board members	Motion/ Vote	None

<b>2013/2014 FOAB</b>	
<b>meeting dates and main topic of discussion</b>	
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	happy hour
5/8/14	Review RFG, Give Big, PNO #3, buget
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	<u>John</u>
UHUH Festival	<u>Jennifer</u>
<b>Parent Nights Out</b>	
Big Give	<u>Brenda</u>
Jog-a-thon	<u>Jennifer / Aryn</u>
Pride Parking	<u>Elizabeth</u>
Give Big	<u>                    </u>
Grant Writing	<u>Samantha</u>
Outreach/publicity	<u>Jennifer &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>
	<u>                    </u>

# *Friends* of Alice Birney Elementary

## MINUTES 3/6/14 Meeting ROOM 3

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

Topic	Discussion	Action
Agenda	Reviewed-Approved	Motion by Beth/John
Minutes	Reviewed-Approved	Motion by Liz/John
Attendance	Jennifer Ayala      President Liz Austin            Vice President Susan Biegenzahn    Secretary Samantha Boice      SSC Rep Beth Deig             PTA Rep John Amat             Treasurer Guest: Aryn Famiglietti, Carrie Binder, Jennifer Bailly, Ari Honarvar	
Financial	Treasurer's Report – Dennis / John 1. Balance as of 3/5/14 -\$69,139.55 2. Raised so far this school year \$50,319.51 John talked about getting a community bank to really be school sponsor, researching Chase and others	
Fundraising Report And additional information	Fundraising reports- *PNO #2 Great event, Susan and Carrie will be handing over duties to any volunteers?! U31 willing to do again, suggest to have a male announcer so that all can hear. \$3250.00 should be final dollar raised *Grant Writing – Samantha working on meeting with Amanda to finalize grants *Jog-a-thon Committee –Reported by Jennifer - So far we have \$4,770 pledged from the community! \$1,000 more than last year. Plus lots of prizes and in-kind donation. There is still time to canvas! Please keep pursuing promising leads. Deadlines: <ul style="list-style-type: none"> <li>· March 17<sup>th</sup> to get a logo on the t-shirt</li> <li>· March 26<sup>th</sup> to get a logo on the banner (will be placed on Park Blvd fence after break)</li> <li>· <i>March 21 prizes for kids</i></li> </ul>	
Other business	Focus on Run for the Green!	
Adjourn	Meeting adjourn at 7.30pm	
Next Meeting	TBD – location at School 6pm	

	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	28,974.58	28,974.58	33,000.00
Amazon Store Front	799.18	799.18	519.00
DonorNation	1,234.86	1,234.86	0.00
Give Big	22,137.90	22,137.90	20,000.00
Grants	0.00	0.00	10,000.00
Harvest Festival	995.03	995.03	0.00
Monthly Contributions	2,970.00	2,970.00	3,500.00
PNO-1 U31	2,439.21	2,439.21	1,180.00
PNO-2 U31	3,380.17	3,380.17	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	\$ 79,777.30	\$ 79,777.30	\$ 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	89.80	89.80	128.00
Other Expenses	200.00	200.00	700.00
PayPal Fees	194.96	194.96	0.00
PayPal Fees - Administration	1.03	1.03	25.00
<b>Fundraisers</b>			
2014 Run for the Green	893.25	893.25	800.00
DonorNation	36.46	36.46	0.00
Give Big	501.30	501.30	420.00
Monthly Contributions	122.17	122.17	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	10,764.24	10,764.24	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	17,048.00	17,048.00	23,000.00
Total Expenses	\$ 62,610.22	\$ 62,610.22	\$ 91,580.00
Net Income	\$ 17,167.08	\$ 17,167.08	\$ 0.00
Carry Over Funds			\$ 0.00
Unallocated Reserves			\$ 69,768.49

**Cash Balance**

\$ 86,935.57	\$ 86,935.57
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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
192	IES Language Foundation	Spanish for January 2014	1,400.00
193	Biegenzahn, Susan	U31 Expense Reimbursement	31.01
194	Dig Down Deep	Garden Invoice for January 2014	880.00
195	IES Language Foundation	February 2014 Spanish Invoice	2,800.00
196	Dig Down Deep	February 2014 Garden Invoice	1,760.00
197	McLure, Sarah	Stamps	9.80
199	Laura Dadmun	Reimbursement for PO Box rental	80.00
200	IES Language Foundation	March 2014 Spanish	2,808.00
201	Extra Graphics	2014 Run for the Green Shirts	893.25
202	Dig Down Deep	March 2014 Garden	1,760.00

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Signature

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Date

Date	Type	Number	Description	Amount	Totals
<b>Chase Checking</b>					
<b>Balance On Hand 3/6/2014</b>					<b>\$ 67,738.55</b>
<b>Deposited Income</b>					
03/07/2014	DEPOSIT		U31 Cash & Checks for Silent Auction	\$ 480.00	
03/07/2014	DEPOSIT		2014 Run for the Green	1,500.00	
03/13/2014	DEPOSIT		2014 Run for the Green	200.00	
03/14/2014	DEPOSIT		2014 Run for the Green, Monthly, Give Big	2,161.87	
03/18/2014	DEPOSIT		2014 Run for the Green	600.00	
03/18/2014	DEPOSIT		2014 Run for the Green	865.00	
03/19/2014	DEPOSIT		2014 Run for the Green	4,415.00	
03/19/2014	DEPOSIT		2014 Run for the Green	1,949.00	
03/19/2014	DEPOSIT		2014 Run for the Green	1,796.00	
03/19/2014	DEPOSIT		2014 Run for the Green	1,595.00	
03/19/2014	DEPOSIT		2014 Run for the Green	1,582.00	
03/19/2014	DEPOSIT		2014 Run for the Green	1,448.00	
03/19/2014	DEPOSIT		2014 Run for the Green	1,189.00	
03/19/2014	DEPOSIT		2014 Run for the Green	1,102.00	
03/19/2014	DEPOSIT		2014 Run for the Green	1,069.00	
03/19/2014	DEPOSIT		2014 Run for the Green	1,005.75	
03/19/2014	DEPOSIT		2014 Run for the Green	321.00	
03/19/2014	DEPOSIT		2014 Run for the Green	92.83	
03/21/2014	DEPOSIT		2014 Run for the Green	469.00	
03/31/2014	DEPOSIT		Ray Chala Ascent Realty Sponsor	100.00	
03/31/2014	DEPOSIT		2014 Run for the Green	81.00	
03/31/2014	DEPOSIT		Amazon	67.66	
				<b>TOTAL</b>	<b>\$ 24,089.11</b>
<b>Voided Checks</b>					
04/05/2014	VOID CHECK	198	Void, Lost Check - replaced with Check #199	\$ 1.00	
				<b>TOTAL</b>	<b>\$ 1.00</b>
<b>Adjustments/Transfers</b>					
03/24/2014	ADJUSTMENT	26	Paypal Transactions from 3/3/14 to 3/20/14	\$ 3,702.78	
03/24/2014	ADJUSTMENT	27	Paypal Transactions from 3/3/14 to 3/20/14	70.95	
03/24/2014	ADJUSTMENT	28	Paypal Transactions from 3/3/14 to 3/20/14	81.03	
03/25/2014	ADJUSTMENT	29	Paypal transactions from 3/21/14 to 3/24/14	996.96	
03/25/2014	ADJUSTMENT	30	Paypal transactions from 3/21/14 to 3/24/14	28.74	
04/07/2014	ADJUSTMENT	32	Refund Bank Service Charges	21.20	
04/28/2014	ADJUSTMENT	33	2014 RFG Sponsor Josette Alvarez KW Realty	97.50	
04/28/2014	ADJUSTMENT	34	Paypal Transactions 03/25/14 to 04/25/14	240.00	
				<b>TOTAL</b>	<b>\$ 5,239.16</b>
<b>Total Deposits</b>					<b>\$ 29,329.27</b>
<b>Checks</b>					
03/13/2014	CHECK	197	McLure, Sarah, Stamps	\$ 9.80	
03/13/2014	CHECK	195	IES Language Foundation, February 2014 Spanish Invoice	2,800.00	
03/18/2014	CHECK	196	Dig Down Deep, February 2014 Garden Invoice	1,760.00	
03/31/2014	CHECK	200	IES Language Foundation, March 2014 Spanish	2,808.00	

<u>Date</u>	<u>Type</u>	<u>Number</u>	<u>Description</u>	<u>Amount</u>	<u>Totals</u>
04/05/2014	CHECK	199	Laura Dadmun, Reimbursement for PO Box rental	80.00	
04/05/2014	CHECK	201	Extra Graphics, 2014 Run for the Green Shirts	893.25	
04/26/2014	CHECK	202	Dig Down Deep, March 2014 Garden	1,760.00	
				TOTAL	<u>\$ 10,111.05</u>
<b>Adjustments/Transfers</b>					
03/31/2014	ADJUSTMENT	31	Bank Charge - Service Fee	\$ 21.20	
				TOTAL	<u>\$ 21.20</u>
<b>Total Disbursements</b>					<u><b>\$ 10,132.25</b></u>
<b>Balance On Hand 4/28/2014</b>					<u><b>\$ 86,935.57</b></u>
<b>Other Information</b>					

Attachment #4

\*\*\*\*NOTE\*\*\*\* these stats are outdated and DO NOT reflect donations received, AFTE R March 18th.

	Total Dollars	Total Participants	Total Sponsors	Avg Dollars Per Student	Avg (w/o top / bottom 10)
<b>Whole School</b>	<b>\$22,321.85</b>	<b>229</b>	<b>965</b>	<b>\$97.48</b>	<b>\$83.30</b>
Kovelant, Lindsey	\$1,785.50	15	60	\$119.03	
Medlock, William	\$1,026.00	10	28	\$102.60	
Sidell, Jessica	\$1,268.19	15	58	\$84.55	
Walker, Michele	\$543.33	7	33	\$77.62	
<b>Kinder</b>	<b>\$4,623.02</b>	<b>47</b>	<b>179</b>	<b>\$98.36</b>	
Arguilla, Valerie	\$435.00	3	6	\$145.00	
Fisher, Lavonnya	\$1,855.82	14	54	\$132.56	
Pirouzan, Mandana	\$793.00	10	47	\$79.30	
Wilsie, Merilee	\$974.00	11	46	\$88.55	
<b>1st</b>	<b>\$4,057.82</b>	<b>38</b>	<b>153</b>	<b>\$106.78</b>	
Copeland, Suzanne	\$1,290.00	12	59	\$107.50	
Donovan, Karen	\$870.00	13	32	\$66.92	
Rapczynski, Lori	\$2,289.60	23	166	\$99.55	
Tuchscher, Dina	\$385.00	8	26	\$48.13	
<b>2nd</b>	<b>\$4,834.60</b>	<b>56</b>	<b>283</b>	<b>\$86.33</b>	
Delany, Patrick	\$195.00	4	16	\$48.75	
Moore, Kim	\$1,731.00	11	38	\$157.36	
Peterson, Davi	\$1,836.25	12	82	\$153.02	
Schwarz, Mark	\$282.15	9	19	\$31.35	
<b>3rd</b>	<b>\$4,044.40</b>	<b>36</b>	<b>155</b>	<b>\$112.34</b>	
Miller, Jennifer	\$961.66	11	48	\$87.42	
O' Malley, Thomas	\$1,451.05	10	47	\$145.11	
Reid, Jodi	\$546.00	9	26	\$60.67	
<b>4th</b>	<b>\$2,958.71</b>	<b>30</b>	<b>121</b>	<b>\$98.62</b>	
Horn, Kerry	\$408.30	7	19	\$58.33	
Lyons, Eugene	\$900.00	9	38	\$100.00	
Monetti, Elena	\$495.00	6	17	\$82.50	
<b>5th</b>	<b>\$1,803.30</b>	<b>22</b>	<b>74</b>	<b>\$81.97</b>	

Total Raised - \$29,124.58

Total Student by March 18th - \$22,321.85

Total Business in database - \$5,400

Total Not accounted for in this spreadsheet OR business database - \$1,402.73

Attachment #5

FOABE Board Meeting: PNO #3

Goal: \$2,000

Item	Status	Who
Date	TBD	?
Location	TBD	?
ICES Coordination	TBD	Susan B. (Katie Larabee and Ryan Vincent)
Advertising	TBD	E-blast, website, Twitter, on site
Parent RSVP for childcare – 4 days before	TBD	?
Pizza and juice for kids	TBD	?
DJ	TBD	Lyn's friend?
Raffle - tix	TBD	Lyn?
Raffle – items	TBD	Leftovers from RFG and PNO #2
Auction – items	TBD	School items: garden camp, Birney CSA box, parking spot, bedtime stories with teachers, lunch with teacher(s), class pizza party, Boomers with Coach Lord, Breakfast with Ms. Amanda, etc...(online bidding?)
Birney Glasses	TBD	Dennis?
Money collection	TBD	John?
Other?		
Other?		



Attachment 6

FOABE Board Meeting: University Heights Harvest Festival

Goal: \$5,000?

Item	Who	What
Date	TBD	Saturday November 1 – 10AM-2PM or longer?
Location/ Permits	TBD	Joint Use Field and part of Meade – SDUSD permit/City of SD Special Event Permit
Advertising	TBD	Eblast, website, Twitter, on site, UHCA news, Uptown,
Live Music	Beth D.?	Same band as last year?
Activities	TBD	Face paint, pumpkin games, Rare Hare
Set up/take down	TBD	Pop-ups, hay bales, trash, water, electrical,
Garden	Mindy	Herb bundles, see skulls, compost (demo and pumpkin)
PTA	TBD	Bake Sale, fall photo booth
High School Culinary program competition	TBD	SD High vs. Scripps Ranch vs. Kearny Mesa
Beer Garden	TBD	Partner? Multiple?
Booth – food vendors	TBD	Flat fee or % of sales, hot dog cart, etc...
Booth - non-profits	TBD	No Fee? Roosevelt, SD High, Los Ninos, etc...
Booth - business	TBD	\$500? Or in kind donation? Specialty Produce, UHCA, SDG&E, Car2Go, Solar companies, Circulate SD, local banks?, Recycling, Nurseries?,
Partners	TBD	UHCA, UHCDC, ?

North Park Chili Cook Off:

*“We invite you to participate as one of this year’s sponsors. Not only will you be promoting your business and helping make our fourth year a smashing success, but you’ll be aiding public education at a time when help is most needed. SoNo Park Fest is an all-volunteer event put on by McKinley Elementary School families to provide funding for arts and music programs for their kids. McKinley Elementary is a diverse, Title 1 school which relies on community support to fund these programs that would not otherwise be available.”*

**The Friends of Alice Birney Elementary - attachement 7  
Board Members**

	<b>2010/2011</b>	<b>Position</b>
1	Baron, Risa	President
2	Cline, Julia	
3	Dadmun, Laura	
4	Jones, Rebecca	VP
5	Hammond Williams, Amanda	Principal
6	Peterson, Katrina	
7	Lombard, Kai	
8		
9		

	<b>2011/2012</b>	<b>Position</b>
	Baron, Risa	
	Barksdale, Sandy	Secretary
	Dadmun, Laura	VP
	Jones, Rebecca	President
	Hammond Williams, Amanda	Principal
	Peterson, Katrina	
	Lombard, Kai	
	?	
	?	

	<b>2012/2013</b>	<b>Position</b>
	Amat, John	
	Austin, Elizabeth	
	Ayala, Jennifer	
	Dadmun, Laura	President
	Gage, Dennis	Treasurer
	Hammond Williams, Amanda	Principal
	Susie Villereal	Secretary
	Nancy Wolfing	
	Tamara Zyhylij	

	<b>2013/2014</b>	<b>Position</b>
1	Amat, John	
2	Austin, Elizabeth	VP
3	Ayala, Jennifer	P
4	Biegenzahn, Susan	Secretary
5	Boice, Samantha	
6	Deig, Beth	
7	Dadmun, Laura	
8	Gage, Dennis	Treasurer
9	Hammond Williams, Amanda	Principal

	<b>2014/2015</b>	<b>Position</b>
	Amat, John	
	Ayala, Jennifer	
	Boice, Samantha	
	Deig, Beth	
	Dadmun, Laura	
	Gage, Dennis	
	Hammond Williams, Amanda	Principal

Nominations