

**Friends of Alice Birney Elementary**  
**10/9/2014**  
**Room 26 - Mr. O'Malley's room**

Time	Item	Who	Action	Attachment
6:00 PM	1. Approve Agenda	Board members	Motion/ Vote	None
6:02 PM	2. Approve minutes of 9/11/14	Board members	Motion/ Vote	Attachment A
6:05 PM	3. Treasurer's Report	John	No	Attachement B
6:20 PM	4. Introduce Foundation	all	Motion/ Vote	None
6:30 PM	5. UHUH	all	No	None
6:45 PM	6. Parent's Night Out	all	No	None
6:55 PM	7. Grants	Open	No	None
7:05 PM	8. Additional committees needing volunteers	Samantha	No	Attachement C
7:20 PM	9. Sponsorship coordination - big picture, year long project	Beth	No	None
7:30 PM	11. Adjourn	Board members	Motion/ Vote	None

<b><u>2014/2015 FOABE</u></b>	
<b><u>meeting dates and main topic of discussion</u></b>	
9/11/14	UHUH and Parent's Night Out #1
10/9/14	Open house, subcommittees
11/13/14	Budget, grant writing, & Big Give
12/11/14	Grant writing and Big Give
1/8/15	Parent's Night Out #2 2/20
2/12/15	Parent's Night Out #2 & Jog-a-thon
3/12/15	Jog-a-thon
4/9/15	happy hour
5/14/15	Review RFG, Give Big, PNO #3, buget
6/11/15	Budget & Pride Parking
7/9/15	Yr. in Review & elections
8/13/15	Draft Budget

<b><u>Committee chairs</u></b>	
Budget	John
UHUH Festival	Jennifer
Parents' Nights Out	Carrie and Susan
Sponsorship Planning	Beth D. and Molly
Run for the Green	Tulip and Aryn
Pride Parking	
Give Big	Brenda Anderson
Grant Writing	Samantha/ Aryn
PTA Liason	Aryn
Rules and Regs	
Passive fund raising	
Website	Beth/Nikki
Mission to Save	Samantha

MINUTES  
9/11/14 Meeting - ROOM 26

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

Topic	Discussion	Action
Agenda	Reviewed-Approved	Motion by J.Ayala/ T. O'Malley
Minutes	Reviewed-Approved	Motion by S.Biegenzahn/C. Binder
Attendance	Jennifer Ayala            President Carrie Binder            Vice-President Susan Biegenzahn        Substitute-Secretary Samantha Boice        SSC Rep John Amat                Treasurer Tom O'Malley Amanda Hammond-Williams - Principal Guest: Molly McJohn, , Katie Callaghan, Lisa Freund, Myra Buby, Aracely Lara, Cris Scorza	
Financial	Treasurer's Report <ol style="list-style-type: none"> <li>1. Balance as of 9/11/14 \$70,239.19</li> <li>2. Mission Federal new bank transfer of all documents and money transferred</li> <li>3. Program Fees for 15 wks \$30695.00 through Dec 19</li> <li>4. John to research Endowment account for approximately 25,000 and discuss at Oct. meeting</li> <li>5. Budget for 2014-2015 of \$85,000.00 approved by Board members – T. O'Malley motioned and S. Biegenzahn second</li> <li>6. Childcare for FOABE meetings included in budget</li> </ol>	John Amat
Fundraising Report And additional information	Fundraising reports- *UHUH still looking for graphics – did not approve presented copy. Meetings are progressing and form created to invite sponsors and vendors *Grant Writing – Ari working with James Cameron's wife for future grant. Applied to Amgen and did not get grant <ul style="list-style-type: none"> <li>• PNO #1 thru #3 will be chaired by Carrie and Susan</li> <li>• October meeting 10/9 Open House and no food</li> </ul>	
Other business	<ul style="list-style-type: none"> <li>• Committee chairs Needed for Run for the Green, Pride Parking, Give Big</li> <li>• Principals report – communication has improved with Parent liaison</li> <li>• Dates for Bookfair discussed</li> </ul>	
Adjourn	Meeting adjourn at 7:45pm	
Next Meeting	Oct. 9 – Room 26	

Date	Type	Number	Description	Amount	Totals
<b>x_Chase Checking</b>					
<b>Balance On Hand 9/11/2014</b>					<b>\$ 47.09</b>
<b>Total Deposits</b>					<b>\$ 0.00</b>
<b>Adjustments/Transfers</b>					
09/18/2014	ADJUSTMENT	43	Closing Balance transfer to MFCU Checking	\$ 47.09	
				TOTAL	<u>\$ 47.09</u>
<b>Total Disbursements</b>					<b>\$ 47.09</b>
<b>Balance On Hand 10/7/2014</b>					<b>\$ 0.00</b>
<b>MFCU Checking</b>					
<b>Balance On Hand 9/11/2014</b>					<b>\$ 69,897.84</b>
<b>Deposited Income</b>					
09/18/2014	DEPOSIT		Monthly Contributions	\$ 20.00	
09/29/2014	DEPOSIT		Amazon Storefront	91.95	
				TOTAL	<u>\$ 111.95</u>
<b>Adjustments/Transfers</b>					
09/18/2014	ADJUSTMENT	43	Closing Balance transfer to MFCU Checking	\$ 47.09	
09/29/2014	ADJUSTMENT	44	Paypal transactions 7/30/14 to 9/25/14	291.99	
				TOTAL	<u>\$ 339.08</u>
<b>Total Deposits</b>					<b>\$ 451.03</b>
<b>Checks</b>					
09/11/2014	CHECK	110	Heather Kin, Childcare 9/11/14	\$ 26.00	
10/07/2014	CHECK	111	Dig Down Deep, Sept 2014 Garden Invoice #2014-11	2,100.00	
10/07/2014	CHECK	112	IES Language Foundation, Sept 2014 Spanish	3,375.00	
10/07/2014	CHECK	113	Joan Green, Sept 2014 21 Hours Art	840.00	
10/07/2014	CHECK	114	Heather Kin, Childcare for 10/9/14 Meeting	26.00	
				TOTAL	<u>\$ 6,367.00</u>
<b>Total Disbursements</b>					<b>\$ 6,367.00</b>
<b>Balance On Hand 10/7/2014</b>					<b>\$ 63,981.87</b>
<b>MFCU Savings</b>					
<b>Balance On Hand 9/11/2014</b>					<b>\$ 0.00</b>
<b>Adjustments/Transfers</b>					

<u>Date</u>	<u>Type</u>	<u>Number</u>	<u>Description</u>	<u>Amount</u>	<u>Totals</u>
10/02/2014	ADJUSTMENT	46	Fee Reversal	\$ 3.00	
				TOTAL	\$ 3.00
<b>Total Deposits</b>					<b>\$ 3.00</b>
<b>Adjustments/Transfers</b>					
09/30/2014	ADJUSTMENT	45	Service Charge	\$ 3.00	
				TOTAL	\$ 3.00
<b>Total Disbursements</b>					<b>\$ 3.00</b>
<b>Balance On Hand 10/7/2014</b>					<b>\$ 0.00</b>
<b>Other Information</b>					

	Selected Period	Year to Date	Budget
<b>Cash Balance Forward</b>			
MFCU Checking	0.00	0.00	0.00
MFCU Savings	0.00	0.00	0.00
x_Chase Checking	65,760.17	65,760.17	65,760.17
Total Cash Balance Forward	\$ 65,760.17	\$ 65,760.17	\$ 65,760.17
<b>Income</b>			
Donations - Administration	30.00	30.00	3,000.00
Donations - Community	500.00	500.00	5,915.00
<b>Fundraisers</b>			
2014 Run for the Green	1,050.00	1,050.00	0.00
2015 Run for the Green	0.00	0.00	23,000.00
Amazon Smiles	47.09	47.09	0.00
Amazon Store Front	316.09	316.09	1,000.00
Give Big	0.00	0.00	23,000.00
Grants	0.00	0.00	10,000.00
Harvest Festival	0.00	0.00	1,500.00
Monthly Contributions	525.00	525.00	3,500.00
PNO-1	0.00	0.00	2,350.00
PNO-2	0.00	0.00	2,350.00
PNO-3	0.00	0.00	2,350.00
Pride Parking	3,094.15	3,094.15	3,590.00
SD Foundation Big Give	0.00	0.00	3,000.00
Total Income	\$ 5,562.33	\$ 5,562.33	\$ 84,555.00
<b>Expenses</b>			
Advertising & Promotion	0.00	0.00	200.00
Bank Charges	50.21	50.21	50.00
Bank Charges - NSF	0.00	0.00	50.00
Childcare	52.00	52.00	445.00
Computer Expense	299.00	299.00	700.00
Conferences	0.00	0.00	500.00
Facility Charges	0.00	0.00	600.00
Insurance	0.00	0.00	1,000.00
Operating Expenses	20.00	20.00	200.00
Other Expenses	76.95	76.95	400.00
PayPal Fees - Administration	0.00	0.00	275.00
Postage	49.00	49.00	0.00
<b>Fundraisers</b>			
2015 Run for the Green	0.00	0.00	1,000.00
Give Big	0.00	0.00	500.00
Harvest Festival	398.00	398.00	0.00
Monthly Contributions	20.57	20.57	150.00
PNO-3	59.90	59.90	0.00
<b>Programs</b>			
Art/Music/Dance	840.00	840.00	24,480.00
Garden	2,100.00	2,100.00	24,480.00
Spanish	3,375.00	3,375.00	29,970.00
Total Expenses	\$ 7,340.63	\$ 7,340.63	\$ 85,000.00

Net Income	\$ (1,778.30)	\$ (1,778.30)	\$ (445.00)
Carry Over Funds			\$ 0.00
Unallocated Reserves			\$ 65,315.17
<b>Cash Balance</b>	<u>\$ 63,981.87</u>	<u>\$ 63,981.87</u>	

**Checks Written**

101	Department of Justice	Raffle Permit	20.00
105	John Amat	PNO#3 Expenses and 2014 Pride Banner	157.10
106	Famglietti, Aryn	Postage	49.00
107	John Amat	New Checks for MFCU	50.21
108	John Amat	Bagels for meeting with Teachers	76.95
109	Laura Dadmun	Insurance for Harvest Festival	398.00
110	Heather Kin	Childcare 9/11/14	26.00
111	Dig Down Deep	Sept 2014 Garden Invoice #2014-11	2,100.00
112	IES Language Foundation	Sept 2014 Spanish	3,375.00
113	Joan Green	Sept 2014 21 Hours Art	840.00
114	Heather Kin	Childcare for 10/9/14 Meeting	26.00
218	Laura Dadmun	Pride Parking Change	400.00
219	PTAEZ	Accounting Software for 7/2014 to 7/2015	299.00

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Signature	Date
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**FOABE Committees**

**10/9/2014**

	<b>Committee</b>	<b>Lead</b>	<b>Description</b>
1	University Heights Urban Harvest festival	Jennifer Ayala	November 1, 2014 - 2nd annual, in partnership with UHCA, harvest festival with trebuchet, vendors, food, music and games
2	Big Give	Brenda Anderson	Singe day/evening web/email/phone blast fundraiser, We may or may not get some matching funds. All about publicity, publicity, publicity! <b>(1 Thursday in December, all day - remotely with some pre-event publicity)</b>
3	Parents' Night Out	Carrie Binder / Susan Biegenzahn	3 annual get together at local bars for Birney Adults to hang out without the kids! October 25th, U-31, small auction, % of bar and food proceeds, other. Dates: Nov 14, 2014, February 20 2015, and May 15, 2015.
4	Grant Writing	Samantha Boice/ Aryn Famiglietti	Find grants to fund Birney programs and help apply for them. Goal this year is to raise \$10,000. We want to rely less on our families and more external support.
5	Community Relationships	TBD	New committee. Goal to forge relationships with local organizations and businesses to gain their support and assistance with fund raising <b>(0-2 hours a week, off campus, from home, email, phone)</b>
6	Run for the Green	Tulip Howar and Aryn Famiglietti	March 13, 2013. Kids run laps around the playground and track to raise \$ from neighbors & community organizations.
7	Pride Parking	TBD	Parents cordon off the SDUSD Admin parking lots and request donations to park. <b>(every July, 1 Saturday and some pre-event organization)</b>
8	Budget	John Amat	Track and Maintain Budget
9	Graphics	TBD	Design banners & posters for events. <b>(6-9 flyers a school year and 2-4 banners, from home, can use existing graphic files)</b>
10	New Ideas Research	TBD	Reserach new fundraising tools and programs. The who, what, how, when details so that the board can decide if various tools and or programs should be tried <b>(0-1 hour a week from home)</b>
11	Rules and Regulations	TBD	Monitor state & local regs, FOABE bylaws: tax time reminders, 501c3 status, raffle permit, event permits <b>(0-2 hours/wk from home)</b>
12	Passive Fundraising	TBD	Promote passive fundraising activities such as: Amazon, Donor Nation, Monthly pay-pal, eScripp, etc.... <b>(1 hour a week - from home)</b>
13	Mission 2 \$ave	Samantha Boice/ need protégé'	Coordinate with Mission Federal Credit Union for student bank accounts, organize volunteers to staff it - Wednesdays, <b>(3 hours a week - mostly at sch)</b>