

Friends of Alice Birney Elementary
6/12/2014 Board Meeting
Alice Birney Elementary - Room 26, Mr. O'Malley's room

Time	Item	Who	Action	Attachment
5:00 PM	1. Approve Agenda	Board members	Motion/ Vote	
5:02 PM	2. Approve minutes of 5/8/14	Board members	Motion/ Vote	attachment 1
5:05 PM	3. Mission Federal Credit Union Presentation: Mission to \$ave	Ari	No	
5:25 PM	4. Treasurer's Report & Budget Review and vote to approve bank change	John	Motion/ Vote	attachment 2
5:45 PM	5. Give BIG \$1,915.00 + \$345 = \$2,260, email thank you sent (\$600 anonymous)	Jennifer	No	None
5:50 PM	6. Pride parade: posters, tix, water, pop up, etc	Elizabeth	No	None
6:00 PM	7. Grant Committee: We got one! \$5K, Lowes, Restrictions? Chargers Tech grant	Samantha	No	None
6:10 PM	8. PNO #3 -June 27th - \$100 DJ costs	Jennifer	Yes	attachment 3
6:20 PM	9. University Heights Urban Harvest Festival	Jennifer	No	attachment 4
6:30 PM	10. Board Elections - July elections, 2 or 3	All	No	attachment 5
6:40 PM	11. Long range sponsor planning - approve Donor Tool's upgrade from \$5 to \$39/mo	Beth D.	Motion/ Vote	None
6:45 PM	12. FOAB outreach: Twitter! Social media etc...	pending	No	None
6:50 PM	13. Stehly Farms CSA - \$5 a box to FAOBE	?	No	None
6:55 PM	13. PTA report and message from FOAB:	Beth D.	No	None
6:58 PM	14. Next meeting: July 3, 2014- 5:00 PM Room	All	No	None
7:00 PM	15. Adjourn	Board members	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	happy hour
5/8/14	Review RFG, Give Big, PNO #3, budget
6/12/14	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	
Big Give	<u>Brenda</u>
Jog-a-thon	<u>Jennifer / Aryn</u>
Pride Parking	<u>Elizabeth</u>
Give Big	
Grant Writing	<u>Samantha</u>
Outreach/publicity	<u>Jennifer & 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>

FOAB Minutes from May 8th, 2014

Motion to approve minutes- Dennis

2nd- Samantha

Motion to approve March minutes- Dennis

2nd- Beth

Treasurer's Report

- Rough estimates after GiveBig at \$82,000, approx. \$8000 short of goal.
- PRIDE parking fees waived by Deborah Beaver. Jennifer to send thank you on FOAB letterhead for waiving PRIDE fee.
- Amazon thoughts-
 1. Have Amanda set up pdf link
 2. Continuous reminders in Buzz for parents to go to FOAB storefront
- John to create line item for Jill for 2014-15 called "class size reduction"
- John recommends shopping for new bank for new fiscal year, that will partner effectively for the school. Ari volunteered to look into some community based possibilities.

Run for the Green

- Over \$29,000 raised (\$24,000 from students, \$5000 from community)
- Banners ordered
- Thank you's and IRS letters out by end of May
- Create CPK banner to recognize their support

GiveBig

- \$1915 so far, waiting for matching funds results

Grant Writing

- Ari proposing USAA grant to support military families
- Focusing efforts on fall grants
- Possibility for automating Running Club through Chargers' grants-Elizabeth to research options for technology

PNO #3

- Susan agrees to do ICES interface
- Consensus to not solicit any new community donations for silent auction
- June 13th possible date? John to ask Lynn about possible DJ
- Coordinating auction items

UH Urban Harvest Festival

- Jennifer and Laura to approach MaryAnne
- Street close off, possibly 11/1?
- 3 permits- field, special event, and alcohol
- Possible photo booth
- Need to set up committee- Tom, Elizabeth, Jennifer, Laura, Arin

Sponsor Planning

- proactive management to avoid double dipping

Outreach

- Twitter, Nikki Berkstrom

	Selected Period	Year to Date	Budget
Cash Balance Forward			
Chase Checking	69,768.49	69,768.49	69,768.49
Total Cash Balance Forward	\$ 69,768.49	\$ 69,768.49	\$ 69,768.49
Income			
Donations - Administration	2,325.00	2,325.00	15,000.00
Donations - Community	10,415.00	10,415.00	0.00
Fundraisers			
2014 Run for the Green	28,974.58	28,974.58	33,000.00
Amazon Store Front	1,020.60	1,020.60	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	3,170.00	3,170.00	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
Programs			
Garden	5,000.00	5,000.00	0.00
Total Income	\$ 85,473.72	\$ 85,473.72	\$ 91,580.00
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
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	370.94	370.94	700.00
PayPal Fees	198.56	198.56	0.00
PayPal Fees - Administration	1.03	1.03	25.00
Fundraisers			
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	129.73	129.73	180.00
PNO-1 U31	31.01	31.01	0.00
Pride Parking	185.00	185.00	352.00
Programs			
Art/Music/Dance	11,560.00	11,560.00	23,000.00
Class Size Reduction	5,184.55	5,184.55	0.00
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	20,788.00	20,788.00	23,000.00
Total Expenses	\$ 71,726.87	\$ 71,726.87	\$ 91,580.00

Net Income	\$ 13,746.85	\$ 13,746.85	\$ 0.00
Carry Over Funds			\$ 0.00
Unallocated Reserves			\$ 69,768.49
Cash Balance	\$ 83,515.34	\$ 83,515.34	

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 Program 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
203	Birney Elementary	Class Size Reduction	5,184.55
204	Extra Graphics	Teacher Appreciation Shirts	151.50
205	San Diego Unified School District	Pride Parking Permit Fee	10.00
206	John Amat	Teacher Apprecation Gift Bags	19.44
207	IES Language Foundation	May 2014 Invoice + 3 hour planning meeting	3,740.00

Signature

Date

PNO #3

Friday, June 27 6:00 PM to 10:00 PM
Heights Tavern 3377 Adams Ave, San Diego, CA 92116

Live DJ, live raffle, silent auction, food, drinks, and socializing!
20% of all food and drink sales will benefit Birney's specials.

Childcare provided from 6:00 PM to 10:00 PM at Birney Elementary for \$10 per child.
Includes: movie, pizza, and juice.

RSVP by June 22:
Susan Biegenzahn
sbzahn@yahoo.com
619-788-9416

Music provided by:
DJ Barry Thomas
djbarrythomas.com

If you have items or services to donate for the raffle or auction please contact FOABE at
alicebirneyfriends@gmail.com
Sponsor recognition packages are available!

Susan B	Coordinate with ICES, take RSVP
Lyn P.	Coordinate DJ Barry, bring raffle tix and sell
Michele & Samantha	Create posters, and print
Laura Dadmun	Hang up posters
Jennifer	Get flyer to Trish for Buzz
Beth D.	Eblast with flyer info
Lyn	Type up Auction items
Jennifer A.	Get auction items from staff
Jennifer B.	Coordinate with Heights Tavern and get Papa John's pizza gift cards
	Bring Cash box
	Bring Birney glasses/swag
	Monitor auction and talley
	Announce and run raffle
	Pick up pizza and drinks for kids

1. Are there any outstanding donations for raffle?
2. Can we raffle some glasses and Birney swag?

Attachment #4

2014 University Heights Harvest Festival (UH-UH or UH²)

June 4, 2014

University Heights Urban Harvest Festival (UH²)

"We invite you to participate as one of this year's sponsors. Promote your business while supporting your neighborhood public school in maintaining Birney Elementary's garden and arts programs. Birney Elementary's students come from families in Uptown neighborhoods who enjoy supporting local businesses. UH² is an opportunity for local businesses to sell directly to local families. UH² is an all-volunteer event put on by The Friends of Alice Birney Elementary in partnership with the University Heights Community Association. Birney Elementary is a diverse, Title 1 school which relies on community support to fund its California Distinguished School International Baccalaureate curriculum."

Committee: Laura Dadmun, Elizabeth Austin, Beth Deig, Tom O'Malley

Item

Date	Saturday November 1 – 1PM-5PM
Partner	UHCA
Cost - FREE	<ul style="list-style-type: none"> • purchase tickets for games/ photo booth • Commemorative item? Mindy: Birney Figs/Jackie's?

Committee:

Sponsors	TBD	See categories, work with Carol Nidenberg and Stephanie Lloyd Talk to UHEDC?														
Location/ Permits	TBD	<ul style="list-style-type: none"> • SDUSD permit, bathrooms, janitorial • Park and Rec permit 														
Graphics	Paul + TBD	E-blast, website, Twitter, on site, UHCA news, Uptown, fliers, posters, banners, Nextdoor														
Publicity	TBD	Plan out items, due dates, work with Mission Fed for radio spots and KPBS/UT calendars ,etc...														
Music/Live Entertainment	Beth D.	Same band as last year? SDH Drum Corp + 1 or 2 more														
Activities	TBD	Face paint, games, Rare Hare, pumpkin smashing, photo booth, haybales, chalk														
Set up/take down/Equipment	TBD	<table> <tr> <td>1. Pop-ups</td> <td>8. Hang banners</td> </tr> <tr> <td>2. hay bales – from pumpkins</td> <td>9. Cooking equipment</td> </tr> <tr> <td>3. trash</td> <td>10. Décor – pumpkins, corn</td> </tr> <tr> <td>4. water</td> <td>11.</td> </tr> <tr> <td>5. electrical</td> <td>12.</td> </tr> <tr> <td>6. Stage</td> <td>13.</td> </tr> <tr> <td>7. Microphone/amplification</td> <td>14.</td> </tr> </table>	1. Pop-ups	8. Hang banners	2. hay bales – from pumpkins	9. Cooking equipment	3. trash	10. Décor – pumpkins, corn	4. water	11.	5. electrical	12.	6. Stage	13.	7. Microphone/amplification	14.
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7. Microphone/amplification	14.															
Garden	Mindy	Herb bundles, seed skulls, compost (demo and pumpkin) Talk to Urban Garden and other garden organizations Fermentation?														
PTA	TBD	Bake Sale?														
HS Culinary competition	TBD	Pro start Culinary Program: 5 HS in SDUSD: SDHS, Scripps, Mira Mesa, Garfield, and Morse														
Insurance	TBD	Find agent to get trubuchet insured!														

The Friends of Alice Birney Elementary - attachement 5 - June 12, 2014

Board Members

	2010/2011	Position
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	PTA
8		
9		

	2011/2012	Position
	Baron, Risa	
	Barksdale, Sandy	PTA, Secretary
	Dadmun, Laura	VP
	Jones, Rebecca	President
	Hammond Williams, Amanda	Principal
	Peterson, Katrina	
	Boice, Samantha	SSC
	Ayala, Jennifer	
	Ascent- Tamara, Nancy	

	2012/2013	Position
	Amat, John	PTA
	Austin, Elizabeth	
	Ayala, Jennifer	
	Dadmun, Laura	President
	Gage, Dennis	Treasurer
	Hammond Williams, Amanda	Principal
	Susie Villereal	Secretary
	Boice, Samantha	SSC
	Ascent - Tamara Zyhylij, Nancy Wolfing	

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

	2014/2015	Position
	Amat, John	Treasurer
	Ayala, Jennifer	P
	Boice, Samantha	SSC
	Deig, Beth	S
	Gage, Dennis	
		VP
	Hammond Williams, Amanda	Principal

Nominations
 Tom O'Malley
 Ari Hanover
 ?