

**Friends of Alice Birney Elementary**  
**12/11/2014**  
**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 11/13/14	Board members	Motion/ Vote	Attachment A
6:05 PM	3. Treasurer's Report	John	No	Attachement B
6:15 PM	4. PNO #1 -wrap up	Carrie/Susan	No	None
6:25 PM	5. Big Give! - 2nd biggest fundraiser!	Brenda	No	None
6:35 PM	6. Grants	Aryn	No	None
6:45 PM	7. Passive fundraisers and New ideas - Amazon Storefront	Diana	No	None
6:55 PM	8. Sponsor coordination: Thank yous, pledge form, publicity	Beth	No	None
6:58 PM	9. Nominating Committee	Tom?	No	None
7:00 PM	10. Adjourn	Board members	Motion/ Vote	None

<b>2014/2015 FOABE</b>	
<b><u>meeting dates and main topic of discussion</u></b>	
<del>9/11/14</del>	<del>UHUH and Parent's Night Out #1</del>
<del>10/9/14</del>	<del>Open house, subcommittees</del>
<del>11/13/14</del>	<del>Budget, grant writing, &amp; Big Give</del>
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

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# Friends of Alice Birney Elementary

11/13/14 Meeting – Birney Elementary – Rm. 26

Meeting Called to Order by Jennifer – 6:07p.m.

Topic	Discussion	Action
Agenda	Reviewed-Approved	Motion by A. Hammond-Williams/ A. Famiglietti
Minutes	Reviewed-Approved w/ change of call to order time.	Motion by C. Binder/B. Deig
Attendance	<p>Jennifer Ayala                      President            Carrie Binder                      Vice-President            Beth Deig                              Secretary            Samantha Boice                      SSC Rep            John Amat                              Treasurer            Amanda Hammond-Williams, Principal            Tom O'Malley            Aryn Famiglietti            Guest: Laura Dadmun, Tulip Howard, Molly McJohn, Diana DeRubertis, Ari Honarvar</p>	
Financial	<p><b>Treasurer's Report</b> John Amat</p> <ul style="list-style-type: none"> <li>• \$13, 462.55 raised so far this fiscal year.</li> <li>• Thermometer needs to be updated (reprinted?) to reflect this.</li> </ul> <p><b>Endowment Account:</b> Chris Jaccard made edits to the Investment Policy submitted by Lee Buby. John will make suggested revisions to policy, meet with Lee and Chris to review and then board will vote to adopt.</p> <ul style="list-style-type: none"> <li>• Students have deposited \$2,800 with Mission 2 \$ave so far. This will continue as a FOABE committee w/ John and Samantha running it.</li> <li>• Jennifer A. to send a Thank You to our Tax preparer.</li> </ul>	
Fundraising Report And additional information	<p><b>UHUH Fest Wrap Up</b></p> <ul style="list-style-type: none"> <li>• Funds raised: \$1,816.36; Expenses: \$631.51; Net: \$1,184.85</li> <li>• Thank yous to be sent to participating vendors/non-profits</li> <li>• Summary planning document to be compiled for next year</li> <li>• Tie-dye needs more volunteers next year, bigger signs for activities, raise price for tickets.</li> <li>• Someone will need to step forward to pursue beer garden if this is to happen next year.</li> </ul> <p><b>PNO – Nov. 14, 2014 @ U-31</b></p> <ul style="list-style-type: none"> <li>• Lots of great prizes to be auctioned.</li> <li>• Committee will compile info to pass to Beth for record keeping of donors and coordinating sending of thank yous.</li> </ul> <p><b>giveBIG - Dec. 18, 2014 – Brenda Anderson, Beth Lunde, Nikki Bergstrom</b></p> <ul style="list-style-type: none"> <li>• Brenda will explore using Razoo to coordinate a pool of matching donors.</li> <li>• Aryn F. introduced a document with a list of companies that offer matching. Need to post on FOABE site and get the word out to parents to check this list.</li> </ul> <p><b>Graphics –</b></p> <ul style="list-style-type: none"> <li>• Jennifer proposed hiring someone to do graphics. Will approach Jessie from Rare Hare Studio about pricing to do this.</li> <li>• Ari H. said she would help with graphics in the interim.</li> </ul> <p><b>Grant Committee –</b></p> <ul style="list-style-type: none"> <li>• Aryn says there is a list of grants to pursue. The next big due date</li> </ul>	

	<p>for submission is 1/1/15. Need to connect with volunteers that expressed willingness to write grants. Need to connect with Amanda for pertinent data for grant applications.</p> <ul style="list-style-type: none"> <li>• Discussed banding together with foundations of other IB Schools in San Diego to apply for grants.</li> <li>• IB Sustainability Task Force may be reforming and would support efforts in applying for such grants.</li> </ul> <p><b>Passive Fundraisers</b> – Diana DeRubertis</p> <ul style="list-style-type: none"> <li>• Amazon has only made ~\$28 this year. Need to push Amazon Store Front.</li> <li>• <i>Shop with Scrip</i> (selling gift cards) was explored. Would like to know if we can pursue this without having to pay for the cards in advance, how would sales be managed (online?)</li> <li>• Discussed putting together an eBlast for holiday shopping that mentions Amazon and other passive fundraisers.</li> <li>• Discussed doing an eScrip sign-up drive outside a grocery store.</li> </ul> <p><b>Donors</b></p> <ul style="list-style-type: none"> <li>• Need to create a list of in-kind donation “asks” for the year.</li> <li>• Need to begin process of approaching Sponsors for donations. This may coincide with the beginning of RFTG planning but will begin asap instead of waiting until February.</li> </ul> <p><b>Nominating Committee</b> –</p> <ul style="list-style-type: none"> <li>• Committee (including Tom O’Malley) will form to delineate officer roles.</li> <li>• New slate for 2015/16 to be formed by May ‘14. Voting in July ‘14.</li> </ul> <p><b>Pride Parking</b> –</p> <ul style="list-style-type: none"> <li>• Tom O. to follow up on permit for Pride.</li> </ul>	
Other business		
Adjourn	Meeting adjourn at 7:55pm	Motion by B. Deig/ T. O’Malley
Next Meeting	December 11, 2014	

	<u>Selected Period</u>	<u>Year to Date</u>	<u>Budget</u>
Cash Balance Forward			
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	<u>\$ 65,760.17</u>	<u>\$ 65,760.17</u>	<u>\$ 65,760.17</u>
Income			
Administration			
Donations - Administration	1,330.00	1,330.00	3,000.00
Donations - Community	5,500.00	5,500.00	5,915.00
Fundraisers			
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	75.64	75.64	0.00
Amazon Store Front	455.94	455.94	1,000.00
Give Big	0.00	0.00	23,000.00
Grants	0.00	0.00	10,000.00
Harvest Festival	2,273.10	2,273.10	1,500.00
Monthly Contributions	810.00	810.00	3,500.00
PNO-1	3,064.00	3,064.00	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	<u>\$ 17,652.83</u>	<u>\$ 17,652.83</u>	<u>\$ 84,555.00</u>
Total Income Not Belonging to the Association	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>
Expenses			
Administration			
Advertising & Promotion	0.00	0.00	200.00
Bank Charges	53.21	53.21	50.00
Bank Charges - NSF	0.00	0.00	50.00
Childcare	78.00	78.00	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	55.00	55.00	200.00
Other Expenses	76.95	76.95	400.00
PayPal Fees - Administration	6.90	6.90	275.00
Postage	97.75	97.75	0.00
Fundraisers			
2015 Run for the Green	0.00	0.00	1,000.00
Give Big	0.00	0.00	500.00
Harvest Festival	667.75	667.75	0.00
Monthly Contributions	31.80	31.80	150.00
PNO-1	237.71	237.71	0.00
PNO-3	59.90	59.90	0.00
Programs			
Art/Music/Dance	1,920.00	1,920.00	24,480.00
Garden	7,122.32	7,122.32	24,480.00
Spanish	8,752.50	8,752.50	29,970.00
Total Expenses	<u>\$ 19,458.79</u>	<u>\$ 19,458.79</u>	<u>\$ 85,000.00</u>
Total Expenses Not Belonging to the Association	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0.00</u>

Net Income	\$	(1,805.96)	\$	(1,805.96)	\$	(445.00)
Carry Over Funds						0.00
Unallocated Reserves						65,315.17
<b>Cash Balance</b>	<b>\$</b>	<b>63,954.21</b>	<b>\$</b>	<b>63,954.21</b>		

**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
115	Fast Signs	Harvest Festival Banner	126.37
116	Barry Thomas	Deposit for PNO1, PNO2, PNO3 - DJ	100.00
117	Dig Down Deep	October 2014 Garden	2,953.51
118	IES Language Foundation	October 2014 Spanish	3,330.00
119	Tulip Howard	Harvest Festival Expenses	107.14
120	Joan Green	October Art	1,080.00
121	Sadia Najmi	Harvest Festival expenses	36.24
122	Tracy Domian	Childcare for 11/13/14 Meeting	26.00
123	John Budlong	PNO1 - Pizza, Salad, Cookies	109.06
124	Franchise Tax Board	2013-2014 Taxes	10.00
125	Attorney General's Registry of Charitable Trust	2013-2014 Taxes	25.00
126	Kim Schultz	Harvest Festival expenses	93.26
127	IES Language Foundation	November 2014 Spanish	2,047.50
128	Dig Down Deep	November 2014 Garden and Irrigation expenses	2,068.81
129	John Amat	Book of Stamps	48.75
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

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Date

Date	Type	Number	Description	Amount	Totals
<b>x_Chase Checking</b>					
<b>Balance On Hand 11/11/2014</b>					<b>\$ 0.00</b>
<b>Total Deposits</b>					<b>\$ 0.00</b>
<b>Total Disbursements</b>					<b>\$ 0.00</b>
<b>Balance On Hand 12/5/2014</b>					<b>\$ 0.00</b>
<b>MFCU Checking</b>					
<b>Balance On Hand 11/11/2014</b>					<b>\$ 65,293.62</b>
<b>Deposited Income</b>					
11/15/2014	DEPOSIT		Harvest Festival	\$ 550.00	
11/19/2014	DEPOSIT		U31 Donation	770.00	
11/28/2014	DEPOSIT		Amazon Storefront	75.99	
				TOTAL	<b>\$ 1,395.99</b>
<b>Adjustments/Transfers</b>					
11/15/2014	ADJUSTMENT	51	Paypal 9/28/14 to 11/14/14	\$ 1,031.35	
11/15/2014	ADJUSTMENT	50	Paypal 9/28/14 to 11/14/14	253.77	
11/15/2014	ADJUSTMENT	52	Paypal 9/28/14 to 11/14/14	293.10	
11/15/2014	ADJUSTMENT	53	PNO1 (Deducted \$50 for Barry DJ)	1,234.00	
				TOTAL	<b>\$ 2,812.22</b>
<b>Total Deposits</b>					<b>\$ 4,208.21</b>
<b>Checks</b>					
11/13/2014	CHECK	120	Joan Green, October Art	\$ 1,080.00	
11/13/2014	CHECK	122	Tracy Domian, Childcare for 11/13/14 Meeting	26.00	
11/15/2014	CHECK	121	Sadia Najmi, Harvest Festival expenses	36.24	
11/15/2014	CHECK	123	John Budlong, PNO1 - Pizza, Salad, Cookies	109.06	
11/17/2014	CHECK	124	Franchise Tax Board, 2013-2014 Taxes	10.00	
11/17/2014	CHECK	125	Attorney General's Registry of Charitable Trust, 2013-2014 Taxes	25.00	
11/17/2014	CHECK	126	Kim Schultz, Harvest Festival expenses	93.26	
12/05/2014	CHECK	127	IES Language Foundation, November 2014 Spanish	2,047.50	
12/05/2014	CHECK	128	Dig Down Deep, November 2014 Garden and Irrigation expenses	2,068.81	
12/05/2014	CHECK	129	John Amat, Book of Stamps	48.75	
				TOTAL	<b>\$ 5,544.62</b>
<b>Total Disbursements</b>					<b>\$ 5,544.62</b>
<b>Balance On Hand 12/5/2014</b>					<b>\$ 63,957.21</b>
<b>MFCU Savings</b>					



<u>Date</u>	<u>Type</u>	<u>Number</u>	<u>Description</u>	<u>Amount</u>	<u>Totals</u>
Balance On Hand 11/11/2014					\$ (3.00)
Total Deposits					\$ 0.00
Total Disbursements					\$ 0.00
Balance On Hand 12/5/2014					\$ (3.00)
Other Information					