

**Friends of Alice Birney Elementary**  
**8/23/15**  
**Beth Deig's House: 1221 31st St. 92102**

<b>Time</b>	<b>Item</b>	<b>Who</b>	<b>Action</b>	<b>Attachment</b>
2:00 PM	1. Approve Agenda	Board members	Motion/ Vote	None
2:02 PM	2. Approve minutes of 7/9/15	Board members	Motion/ Vote	Attachment A
2:05 PM	3. Music Program Proposal	James/Indrani	No	Attachment D
2:15 PM	4. Treasurer's Report	Chris	Yes	Attachments B
2:30 PM	5. 2015/ 2016 Budget	Beth/ John	No	Attachment C
3:00 PM	4. Garden Program Updates/Wishlist	Tulip	Motion/ Vote	Attachment E
3:10 PM	7. Grants and UCIBF; Coach Lord equipment	Aryn	No	None
3:20 PM	5. Pride Parking Recap	Tom	No	None
3:25 PM	9. Canvassing Committee	Jennifer	No	None
3:35 PM	9. UHUH Fest Updates	Jennifer	Yes	None
3:45 PM	10. Adjourn	Board members	Motion/ Vote	None

**2015/2016 FOABE**

**meeting dates and main topic of discussion**

9/10/15	Budget, UHUH, Committees
10/8/15	UHUH, PNO#1, Canvassing
11/12/15	PNO#1, Give Big
12/10/15	Give Big, PNO #2
2/11/16	RFTG, PNO #2
3/10/16	RFTG
5/12/16	Elections
6/9/16	Election Night, Pride Parking
7/7/16	Year in Review
8/11/16	Budget

**Committee chairs**

Budget	Chris Jaccard
UHUH Festival	Jennifer Ayala
Parents' Nights Out	
Canvassing	Jennifer Ayala
Run for the Green	Tulip Howard
Pride Parking	Tom O'Malley
Give Big	Brenda Anderson
Grant Writing	Aryn Famiglietti
PTA Liason	Aryn Famiglietti
Passive Fundraising	
Website/Eblast	Nikki Bergstrom
Mission to Save	
Parent Coffee Connect	Tulip Howard
Election	

# Friends of Alice Birney Elementary

7/9/15 Meeting – Birney Elementary – Rm. 26

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

Topic	Discussion	Action
Agenda	Reviewed-Approved – Move #7 to end of meeting.	Motion by A. Famiglietti/S. Boice
Minutes	Reviewed	Motion by T.O'Malley/A.Famiglietti
Attendance	<p>Jennifer Ayala            President  Carrie Binder            Vice-President  John Amat                Treasurer  Beth Deig                Secretary  Samantha Boice        SSC Rep  Amanda Hammond-Williams   Principal  Tom O'Malley  Aryn Famiglietti  Guest: Chris Jaccard, Wendy DeCesare, Indrani Ganguly-Fitzgerald, James Fitzgerald, Rosaria Diaz, Molly McJohn, Nikki Bergstrom, Tulip Howard</p>	
Financial	<p><b>Treasurer's Report</b> - John Amat</p> <ul style="list-style-type: none"> <li>• ~\$6,000 outstanding liabilities for 2014/15 budget.</li> <li>• All other expenses paid</li> <li>• New fiscal year began 7/1/2015</li> <li>• Estimated ~\$3,000 surplus in budget</li> <li>• Motion 1: After final budget surplus is confirmed, allot \$500-1000 to pay for graphics for UHUH Fest. Remaining to be used for a budget line item for IB Materials for 2015/16.</li> <li>• Motion 2: Designate \$1,500 of Zurich University Fee (\$4,482.50) towards hosting 2015/16 students from Zurich University. Designate remaining \$2,982.50 towards budget line item fro IB Materials for 2015/16.</li> <li>• Motion 3: Designate \$4,000 from FOABE's currently unallocated MFCU checking account towards a garden supplies line item to be carried over each year until grant has been completely spent.</li> <li>• After final expenses for 2015/16 are paid (and all motions have been allocated) any surplus beyond funding 2015/16 Fall Specials + \$5,000 in operating expenses shall be transferred from MFCU Checking to Savings.</li> </ul>	<p>Motion by T. O'Malley/C. Binder</p> <p>Motion by B. Deig/S. Boice</p> <p>Motion by S. Boice/B. Deig</p> <p>Motion by A. Hammond-Williams/A. Famiglietti</p>
Fundraising Report And additional information	<p><b>Specials Evaluation Committee – Molly McJohn and Tulip Howard</b></p> <ul style="list-style-type: none"> <li>• Committee met with Tom O'Malley and Ms. Amanda to discuss results of student surveys regarding specials.</li> <li>• Changing the current specials schedule would be VERY difficult.</li> <li>• Are there ways to better track student progress and retention in Specials? More homework? Testing?</li> </ul> <p><b>PRIDE – July 18, 2015</b></p> <ul style="list-style-type: none"> <li>• Everything is ready to go! Recruiting volunteers currently.</li> </ul> <p><b>Annual Report - Jennifer Ayala</b></p> <ul style="list-style-type: none"> <li>• Samantha Boice to assist with final touches and pics for Annual Report</li> </ul> <p><b>UHUH Fest – November 7, 2015 - Jennifer Ayala</b></p> <ul style="list-style-type: none"> <li>• Jennifer and Beth Deig to meet with Bex Brands on July 13<sup>th</sup> to review</li> </ul>	

	<b>GRANTS – Aryn Famiglietti</b> <ul style="list-style-type: none"> <li>• Urban Collective IB Foundation (UCIB) - Next meeting July 20<sup>th</sup> 6pm – Rm. 2</li> <li>• Hockey Stick grant inquiries are out for Coach Lord.</li> </ul>	
Other business	<b>2015/16 Board Elections (See Attachment E)</b> <ul style="list-style-type: none"> <li>• <b>Motion 1: Nomination Slate</b></li> <li>• President – Beth Deig – Re-election for 2 more years</li> <li>• Vice-President – Tulip Howard – 1<sup>st</sup> term completes in July 2017</li> <li>• Treasurer – Chris Jaccard – 1<sup>st</sup> term completes in July 2017</li> <li>• Secretary – Wendy DeCesare – 1<sup>st</sup> term completes in July 2017</li> <li>• PTA Liason – Aryn Famiglietti – 1<sup>st</sup> term completes in July 2016</li> <li>• Principal – Amanda Hammond-Williams – Permanent Position</li> <li>• At – large – Carrie Binder – 1<sup>st</sup> term completes in July 2016</li> <li>• At-Large – Tom O’Malley – 1<sup>st</sup> term completes in July 2016</li> <li>• At – Large – John Amat – 2<sup>nd</sup> term completes in July 2016</li> <li>• <b>Motion 2: Adopt framework for roles and responsibilities for board members</b></li> </ul>	<p>Motion by B. Deig/S. Boice</p> <p>Motion T. O’Malley/C.Binder</p>
Adjourn	Meeting adjourn at 7:43pm	Motion by T. O’Malley/S. Boice
Next Meeting	August 2015 – Beth Deig’s House - Date and Time TBD	

	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>Receipts</b>			
<b>Administration</b>			
Donations - Administration	1,403.00	1,403.00	3,000.00
Donations - Community	14,540.36	14,540.36	5,915.00
Interest Income	7.60	7.60	0.00
<b>Fundraisers</b>			
2014 Run for the Green	1,050.00	1,050.00	0.00
2015 Run for the Green	30,034.42	30,034.42	23,000.00
Amazon Smiles	162.31	162.31	0.00
Amazon Store Front	1,605.02	1,605.02	1,000.00
EScrip Gift Card	1,549.00	1,549.00	0.00
Give Big	23,627.00	23,627.00	23,000.00
Grants	0.00	0.00	10,000.00
Harvest Festival	2,273.10	2,273.10	1,500.00
Monthly Contributions	2,380.00	2,380.00	3,500.00
PNO-1	3,104.00	3,104.00	2,350.00
PNO-2	2,857.00	2,857.00	2,350.00
PNO-3	1,679.00	1,679.00	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
<b>Programs</b>			
Garden	2,056.00	2,056.00	0.00
Total Receipts	\$ 91,421.96	\$ 91,421.96	\$ 84,555.00
<b>Expenses</b>			
<b>Administration</b>			
Advertising & Promotion	709.79	709.79	200.00
Bank Charges	50.21	50.21	50.00
Bank Charges - NSF	15.00	15.00	50.00
Childcare	299.00	299.00	445.00
Computer Expense	661.75	661.75	700.00
Conferences	0.00	0.00	500.00
Facility Charges	120.00	120.00	600.00
Insurance	805.00	805.00	1,000.00
Operating Expenses	205.00	205.00	200.00
Other Expenses	310.95	310.95	400.00
PayPal Fees	30.84	30.84	0.00
PayPal Fees - Administration	49.90	49.90	275.00
Postage	97.75	97.75	0.00
<b>Fundraisers</b>			
2015 Run for the Green	1,780.91	1,780.91	1,000.00
EScrip Gift Card	1,502.01	1,502.01	0.00
Give Big	459.53	459.53	500.00
Harvest Festival	667.75	667.75	0.00
Monthly Contributions	95.69	95.69	150.00
PNO-1	237.71	237.71	0.00
PNO-2	119.94	119.94	0.00
PNO-3	137.00	137.00	0.00
<b>Programs</b>			
Art/Music/Dance	24,085.53	24,085.53	24,480.00

Garden	23,342.91	23,342.91	24,480.00
Spanish	29,002.50	29,002.50	29,970.00
	84,786.67	84,786.67	85,000.00
<b>Total Expenses</b>	<b>\$ 84,786.67</b>	<b>\$ 84,786.67</b>	<b>\$ 85,000.00</b>
<hr/>			
<b>Net Receipts</b>	<b>\$ 6,635.29</b>	<b>\$ 6,635.29</b>	<b>\$ (445.00)</b>
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Less:			
Carry Over Funds			0.00
Unallocated Reserves			65,315.17
			0.00
			\$ 0.00
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<b>Cash Balance</b>	<b>\$ 72,395.46</b>	<b>\$ 72,395.46</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
130	Heather Kin	December Meeting Childcare	26.00
131	Joan Green	November & December 2014 Art	1,320.00
132	IES Language Foundation	December 2014 Spanish	2,632.50
133	Dig Down Deep	December 2014 Garden	1,900.00
134	Franchise Tax Board	Tax Year 2014 Entity ID 3255012 Penalty	50.00
135	Heather Kin	Childcare FOABE Meeting 1/20/15	26.00
136	Alice Birney Elementary	Art/Dance/Music 9/3/14-12/19/14 Fall Session	5,980.00
137	John Amat	CA Statement of Information fee reimbursement	20.00
138	Joan Green	Jan 2015 Art Invoice	600.00
139	IES Language Foundation	Jan 2015 Spanish Invoice	1,440.00
140	Heather Kin	Childcare for 2/12/15 Meeting	26.00
141	Elizabeth Deig	Mailchimp Invoices for Dec, Jan, Feb	75.00
142	Dig Down Deep	Garden Invoices for Jan & Feb 2015	3,780.00
143	IES Language Foundation	Spanish Invoice for Feb 2015	3,105.00
144	Joan Green	Art Invoice for Feb 2015	720.00
145	Aryn Famiglietti	2015 RFG Expenses - Envelopes	129.47
146	San Diego Unified School District	2015 Pride Parking Permit Number 45102	10.00
147	Heather Kin	Childcare for 3/12/15 Meeting	26.00
148	Carrie Binder	PNO#2 Expenses	119.94
150	Heather Kin	Childcare for 3/18/15 Counting Night	26.00
151	Elizabeth Deig	Mail Chimp for March 2015	25.00

152	Laura Dadmun	Mailbox Renewal 4/1/15 to 3/31/16	80.00
153	IES Language Foundation	Spanish March 2015	3,150.00
154	Dig Down Deep	Garden March 2015	2,280.00
155	Joan Green	Art March 2015	740.00
156	Extra Graphics	2015 RFG Child Shirts	992.25
157	Extra Graphics	RFG 2015 Adult Shirts	463.50
158	Alice Birney Elementary	Art Program from 01/20/15 to 03/27/15	4,680.00
159	Heather Kin	Childcare for 5/14/15 Meeting	26.00
160	Dig Down Deep	April 2015 Garden Invoice	480.00
161	Elizabeth Deig	April & May 2015 Mail Chimp Reimbursement	42.50
163	Extra Graphics	Teacher Appreciation Shirts	234.00
164	Brendan Reed	PNO3 Expense Reimbursement	77.10
165	Aryn Famiglietti	Garden Expenses	251.36
166	Dig Down Deep	Garden May 2015	2,400.00
167	IES Language Foundation	April & May 2015 Spanish	4,072.50
168	Green Arts Lab	April & May 2015 Art	1,080.00
169	Laura Dadmun	Harvest Festival Permits	110.00
170	John Amat	Sponsorship Banners Reimbursement	709.79
171	Tulip Howard	Lunch with Principal - RFG Expenses	24.82
172	Heather Kin	Childcare	39.00
173	IES Language Foundation	June & July 2015 Spanish	5,850.00
174	Aryn Famiglietti	Garden Supplies	86.38
175	Elizabeth Deig	June 2015 Mailchimp Invoice	21.25
176	Green Arts Lab	June & July 2015 Art	1,765.53
177	Tulip Howard	Garden Supplies	336.48
178	PTO	Insurance Renewal to 8/31/2016	805.00
179	Heather Kin	Childcare for meeting on 7/9/2015	26.00
180	Dig Down Deep	June & July 2015 Garden and Supplies	4,706.37
181	PTAEZ	Accounting Software Renewal to 6/30/2016	199.00
182	Alice Birney Elementary	Art 4/28/2015 to 7/16/2015	5,280.00
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

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 Date

	<b>Actual</b>	<b>Budget</b>	<b>Difference</b>
<b>Cash Balance Forward</b>	<b>65,760.17</b>		
<b>Income</b>			
<b>Administration</b>			
Donations - Administration	1,403.00	3,000.00	(1,597.00)
Donations - Community	14,540.36	5,915.00	8,625.36
Interest Income	7.60	0.00	7.60
<b>Fundraisers</b>			
<b>2014 Run for the Green</b>	<b>1,050.00</b>	<b>0.00</b>	<b>1,050.00</b>
<b>2015 Run for the Green</b>	<b>30,034.42</b>	<b>23,000.00</b>	<b>7,034.42</b>
<b>Amazon Smiles</b>	<b>162.31</b>	<b>0.00</b>	<b>162.31</b>
<b>Amazon Store Front</b>	<b>1,605.02</b>	<b>1,000.00</b>	<b>605.02</b>
<b>EScrip Gift Card</b>	<b>1,549.00</b>	<b>0.00</b>	<b>1,549.00</b>
<b>Give Big</b>	<b>23,627.00</b>	<b>23,000.00</b>	<b>627.00</b>
<b>Grants</b>	<b>0.00</b>	<b>10,000.00</b>	<b>(10,000.00)</b>
<b>Harvest Festival</b>	<b>2,273.10</b>	<b>1,500.00</b>	<b>773.10</b>
<b>Monthly Contributions</b>	<b>2,380.00</b>	<b>3,500.00</b>	<b>(1,120.00)</b>
<b>PNO-1</b>	<b>3,104.00</b>	<b>2,350.00</b>	<b>754.00</b>
<b>PNO-2</b>	<b>2,857.00</b>	<b>2,350.00</b>	<b>507.00</b>
<b>PNO-3</b>	<b>1,679.00</b>	<b>2,350.00</b>	<b>(671.00)</b>
<b>Pride Parking</b>	<b>3,094.15</b>	<b>3,590.00</b>	<b>(495.85)</b>
<b>SD Foundation Big Give</b>	<b>0.00</b>	<b>3,000.00</b>	<b>(3,000.00)</b>
<b>Programs</b>			
<b>Garden</b>	<b>2,056.00</b>	<b>0.00</b>	<b>2,056.00</b>
<b>Total Income</b>	<b>\$ 91,421.96</b>	<b>\$ 84,555.00</b>	<b>\$ 6,866.96</b>

**Expense**

**Administration**

Advertising & Promotion	709.79	200.00	509.79
Bank Charges	50.21	50.00	0.21
Bank Charges - NSF	15.00	50.00	(35.00)
Childcare	299.00	445.00	(146.00)
Computer Expense	661.75	700.00	(38.25)
Conferences	0.00	500.00	(500.00)
Facility Charges	120.00	600.00	(480.00)
Insurance	805.00	1,000.00	(195.00)
Operating Expenses	205.00	200.00	5.00
Other Expenses	310.95	400.00	(89.05)
PayPal Fees	30.84	0.00	30.84



**Friends of Alice Birney Elementary**

**Budget to Actual**  
From July 1, 2014 to June 30, 2015

PayPal Fees - Administration	49.90	275.00	(225.10)
Postage	97.75	0.00	97.75
<b>Fundraisers</b>			
<b>2015 Run for the Green</b>	<b>1,780.91</b>	<b>1,000.00</b>	<b>780.91</b>
	1,610.04	0.00	1,610.04
2015 Run for the Green Expenses			
Paypal Fees - 2015 RFG	170.87	0.00	170.87
<b>EScrip Gift Card</b>	<b>1,502.01</b>	<b>0.00</b>	<b>1,502.01</b>
<b>Give Big</b>	<b>459.53</b>	<b>500.00</b>	<b>(40.47)</b>
PayPal Fees - Give Big	459.53	0.00	459.53
<b>Harvest Festival</b>	<b>667.75</b>	<b>0.00</b>	<b>667.75</b>
<b>Monthly Contributions</b>	<b>95.69</b>	<b>150.00</b>	<b>(54.31)</b>
<b>PNO-1</b>	<b>237.71</b>	<b>0.00</b>	<b>237.71</b>
<b>PNO-2</b>	<b>119.94</b>	<b>0.00</b>	<b>119.94</b>
<b>PNO-3</b>	<b>137.00</b>	<b>0.00</b>	<b>137.00</b>
<b>Programs</b>			
<b>Art/Music/Dance</b>	<b>24,085.53</b>	<b>24,480.00</b>	<b>(394.47)</b>
<b>Garden</b>	<b>23,342.91</b>	<b>24,480.00</b>	<b>(1,137.09)</b>
<b>Spanish</b>	<b>29,002.50</b>	<b>29,970.00</b>	<b>(967.50)</b>
<b>Total Expense</b>	<u>\$ 84,786.67</u>	<u>\$ 85,000.00</u>	<u>\$ (213.33)</u>
<b>Net Gain or Loss</b>	<u>\$ 6,635.29</u>	<u>\$ (445.00)</u>	<u>\$ 7,080.29</u>
<b>Total Balance</b>	<u><u>\$ 72,395.46</u></u>		

Notes:

Garden Budget Carryover \$4k

Hosting Supplies Budget \$1500

Heather increasing rate to \$15 Hourly

Graphics Designers Not to exceed \$1k