

Friends of Alice Birney Elementary
5/11/17
Birney Elementary, Room 29 - 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 3/9/17 | Board members | Motion/ Vote | Attachment A |
| 6:05 PM | 3. Treasurer's Report | Chris | No | Attachment B |
| 6:20 PM | 4. Investment Policy Statement | Chris | Motion/Vote | None |
| 6:30 PM | 5. Stolen Banners and Fundraising | Beth | Yes | None |
| 6:40 PM | 6. RFG recap | Tulip | No | None |
| 6:50 PM | 7. Pride | James | No | None |
| 7:00 PM | 8. BNO #2 - May 12th, 2017 | Chris | No | None |
| 7:10 PM | 9. Mighty Nest | Tulip | Yes | None |
| 7:20 PM | 10. Chipotle Family Dinner Night | Tulip | Yes | None |
| 7:30 PM | 11. Discussion Ideas for PO Meeting | Beth | No | None |
| 7:35 PM | 12. Board Elections - Assemble Slate of Nominees | Board members | Motion/ Vote | Attachment C |
| 7:45 PM | 13. Adjourn | Board members | Motion/ Vote | None |

Friends of Alice Birney Elementary

3/9/17 Meeting – Birney Elementary – Rm 29

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

| Topic | Discussion | Action |
|---|--|-------------------------------|
| Agenda | Reviewed - Approved | Motion by B. Deig/W. DeCesare |
| Minutes | Reviewed - Approved | Motion by C. Jaccard/B. Deig |
| Attendance | Beth Deig President Tulip Howard Vice-President Chris Jaccard Treasurer Wendy DeCesare Secretary Amanda Hammond Williams Principal James Fitzgerald PTA Liaison Elena Monetti Brenda Anderson Nikki Bergstrom Guests: Shannon Doan, Lucy Rodriquez | |
| Financial | TREASURER'S REPORT - Chris Jaccard <ul style="list-style-type: none"> Financial numbers not ready for presentation at the meeting Looking for someone who can provide free tax prep for the foundation Check for Ms Mindy for \$1,260 to cover 31.5 hours from April 19 – 29, 2016. Mission Federal: Shannon Doan, Lucy Rodriquez – options for card associated with FOABE account: 1. Everyday Spending Card 2. Per Lucy, attach a spending account to the main checking account, would have no minimum balance & no fees, can move funds easily from main checking into the spending account, will have a card with a specific name but this is flexible & can be changed, functions like a debit card. | |
| Fundraising Report And additional information | RUN FOR THE GREEN <ul style="list-style-type: none"> Goal is \$28,000 Partnering with Pop Pie. Taking produce from the garden over to Pop Pie. They will create pies & lemonade with the Birney produce. Special sales for March 16 – 17 with 20% of proceeds going back to Birney. BIRNEY NIGHT OUT <ul style="list-style-type: none"> Next BNO is May 12 PRIDE PARKING <ul style="list-style-type: none"> Pride Parade is July 15 Discussed increasing price from \$10 - \$15. Will do more with promotions. Have a \$350 budget for this event. Marketing ideas include sandwich boards on prominent corners, check with Classy (local marketing software for non-profits – Lucy has a contact), Pride Parade website, Signs at The Center &/or on their Facebook page. | |
| Other business | PARENT ORG MEETING – March 21 <ul style="list-style-type: none"> Structure change for next Parent Org meeting; FOABE up first, will include FOABE Mission & PTA Mission implementing break out sessions for | |

| | | |
|--------------|--|---|
| | <p>2017/2018 FOABE BOARD</p> <ul style="list-style-type: none"> • Vote held in May • Election line up: President – Tulip Howard, Nikki Bergstrom – Treasurer, Brenda Anderson – Secretary. Need to fill Vice President (possibly Chris Jaccard or Wendy DeCesare) & 2 at-large positions. James Fitzgerald will remain as PTA Liaison. <p>MISSION FEDERAL</p> <ul style="list-style-type: none"> • Lucy Rodriguez – Mission Fed may sponsor food at the upcoming School Smarts Parent Academy • Biztown & JA Day – options to help educate children on financial responsibility at age appropriate levels. Check with Lucy for more details. | |
| Adjourn | Meeting adjourn at 7:35 pm | Motion by T. Howard/A. Hammond Williams |
| Next Meeting | May 11, 2017 – 6:00 pm – Rm 29 | |

| | Selected Period | Year to Date | Budget |
|---|----------------------|----------------------|----------------------|
| Cash Balance Forward | | | |
| MFCU Checking ID 09 | 82,794.19 | 84,110.41 | 84,110.41 |
| MFCU Checking ID 10 | 200.00 | 0.00 | 0.00 |
| MFCU Money Market ID 02 | 28,561.07 | 0.00 | 0.00 |
| MFCU Savings ID 01 | 0.00 | 28,534.98 | 28,534.98 |
| PayPal Account | 7,429.81 | 442.38 | 442.38 |
| x_Chase Checking | 0.00 | 0.00 | 0.00 |
| Total Cash Balance Forward | \$ 118,985.07 | \$ 113,087.77 | \$ 113,087.77 |
| Receipts | | | |
| Administration | | | |
| Donations - Administration | 378.00 | 8,178.00 | 3,500.00 |
| Donations - Community | 0.00 | 6,001.45 | 15,283.00 |
| Interest Income | 3.52 | 29.61 | 50.00 |
| Fundraisers | | | |
| Amazon Smile | 0.00 | 131.91 | 0.00 |
| Amazon Store Front | 0.00 | 1,701.22 | 1,500.00 |
| Big Give | 0.00 | 22,502.36 | 23,000.00 |
| BNO-1 (Birney Night Out) | 0.00 | 5,902.66 | 4,000.00 |
| BNO-2 (Birney Night Out) | 0.00 | 0.00 | 4,000.00 |
| Monthly Contributions (Give a Latte) | 160.00 | 2,025.00 | 3,000.00 |
| Pride Parking | 0.00 | 3,571.50 | 3,500.00 |
| Run for the Green | 0.00 | 34,865.55 | 28,000.00 |
| Programs | | | |
| Art/Music/Dance | 0.00 | 0.00 | 500.00 |
| Garden | 0.00 | 135.00 | 500.00 |
| Spanish | 0.00 | 0.00 | 500.00 |
| Total Receipts | \$ 541.52 | \$ 85,044.26 | \$ 87,333.00 |
| Expenses | | | |
| Administration | | | |
| Advertising & Promotion | 0.00 | 1,149.72 | 1,500.00 |
| Bank Charges | 0.00 | 42.85 | 50.00 |
| Bank Charges - NSF | 0.00 | 0.00 | 25.00 |
| Childcare | 0.00 | 210.00 | 400.00 |
| Computer Expense | (21.25) | 729.25 | 750.00 |
| Conferences/IB Training for Teachers | 0.00 | 5,000.00 | 5,000.00 |
| Insurance | 0.00 | (805.00) | 805.00 |
| Non-Program Expense (Use of Grants from Others) | 0.00 | 3,631.28 | 0.00 |
| Operating Expenses | 0.00 | 110.00 | 400.00 |
| Other Expenses | 0.00 | 0.00 | 400.00 |
| PayPal Fees - Administration | 0.00 | 6.73 | 50.00 |
| Postage | 0.00 | 0.00 | 100.00 |
| Supplies | 0.00 | 45.14 | 150.00 |
| Fundraisers | | | |
| Big Give | 0.00 | 406.67 | 500.00 |
| BNO-1 (Birney Night Out) | 0.00 | 307.25 | 400.00 |
| BNO-2 (Birney Night Out) | 0.00 | 60.00 | 400.00 |
| Monthly Contributions (Give a Latte) | 6.22 | 74.25 | 100.00 |
| Pride Parking | 0.00 | 10.00 | 350.00 |
| Run for the Green | 0.00 | 664.06 | 2,000.00 |
| Programs | | | |
| Art/Music/Dance | 9,390.00 | 28,428.75 | 25,130.00 |
| Class Size Reduction/Other | 0.00 | 1,000.00 | 0.00 |
| Garden | 345.00 | 25,204.46 | 32,380.00 |
| Spanish | 2,407.50 | 24,457.50 | 30,718.00 |

| | | | | | | |
|--|----|-------------|----|------------|----|-------------|
| | \$ | 12,127.47 | \$ | 90,732.91 | \$ | 101,608.00 |
| Total Expenses | | | | | | |
| | | | | | | |
| Net Receipts | \$ | (11,585.95) | \$ | (5,688.65) | \$ | (14,275.00) |
| Less: | | | | | | |
| Emergency Reserve | | | | | | 28,500.00 |
| Garden Supplies/Equipment | | | | | | 2,706.63 |
| IB Materials | | | | | | 2,882.50 |
| Kaiser Staff Lounge/Kitchen Grant 2016 | | | | | | 0.00 |
| Zurich University Hosting | | | | | | 500.00 |
| Unallocated Reserves | | | | | | 64,223.64 |
| | | | | | \$ | 0.00 |
| | | | | | | |
| Cash Balance | \$ | 107,399.12 | \$ | 107,399.12 | | |
| Change to Fund Balance | | 0.00 | | 6,040.74 | | |
| Change to Garden Supplies/Equipment | | 0.00 | | (1,409.46) | | |
| Change to Kaiser Staff Lounge/Kitchen Grant 2016 | | 0.00 | | (3,631.28) | | |
| Change to Zurich University Hosting | | 0.00 | | (1,000.00) | | |
| Adjusted Cash Balance | \$ | 107,399.12 | \$ | 107,399.12 | | |

Checks Written

| | | | |
|-----|-------------------------|---|----------|
| 320 | James Fitzgerald | Carts for Garden (use Garden Equipment reserve) | 345.00 |
| 321 | IES Language Foundation | Spanish - Mar 2017 | 2,407.50 |
| 322 | Alice Birney Elementary | Art (Deidre) - Aug 2016 to Mar 2017 | 9,390.00 |

Signature

Date

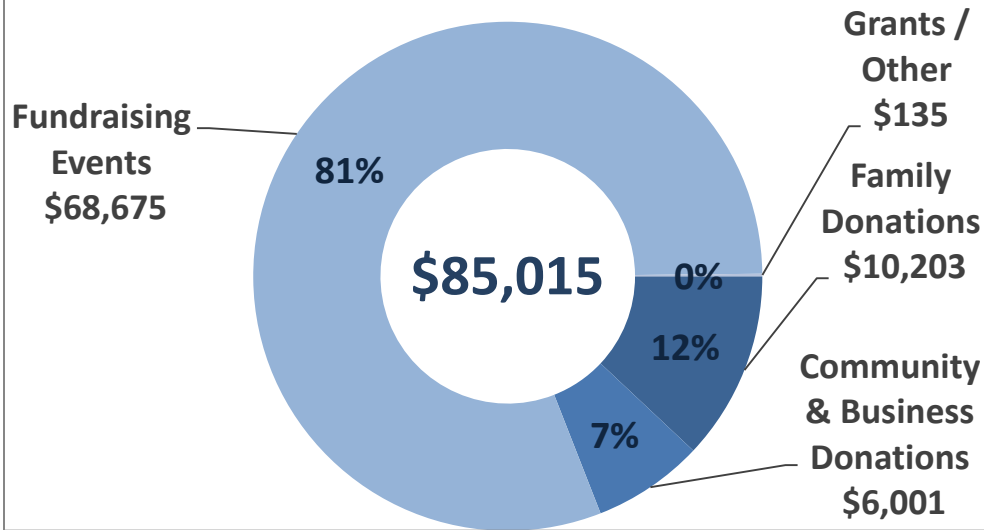
| Date | Type | Number | Description | Amount | Totals |
|----------------------------|------------|--------|---|-----------|---------------------|
| x_Chase Checking | | | | | |
| Balance On Hand 4/1/2017 | | | | | \$ 0.00 |
| Total Deposits | | | | | \$ 0.00 |
| Total Disbursements | | | | | \$ 0.00 |
| Balance On Hand 4/30/2017 | | | | | \$ 0.00 |
| MFCU Checking ID 09 | | | | | |
| Balance On Hand 4/1/2017 | | | | | \$ 82,794.19 |
| Deposited Income | | | | | |
| 04/20/2017 | DEPOSIT | | Check(s) deposit | \$ 378.00 | |
| | | | | TOTAL | \$ 378.00 |
| Voided Checks | | | | | |
| 04/01/2017 | VOID CHECK | 271 | Elizabeth Deig, MailChimp - Sep 2016 | \$ 21.25 | |
| | | | | TOTAL | \$ 21.25 |
| Total Deposits | | | | | \$ 399.25 |
| Checks | | | | | |
| 04/05/2017 | CHECK | 320 | James Fitzgerald, Carts for Garden (use Garden Equipment reserve) | \$ 345.00 | |
| 04/05/2017 | CHECK | 321 | IES Language Foundation, Spanish - Mar 2017 | 2,407.50 | |
| 04/26/2017 | CHECK | 322 | Alice Birney Elementary, Art (Deidre) - Aug 2016 to Mar 2017 | 9,390.00 | |
| | | | | TOTAL | \$ 12,142.50 |
| Total Disbursements | | | | | \$ 12,142.50 |
| Balance On Hand 4/30/2017 | | | | | \$ 71,050.94 |
| MFCU Savings ID 01 | | | | | |
| Balance On Hand 4/1/2017 | | | | | \$ 0.00 |
| Total Deposits | | | | | \$ 0.00 |
| Total Disbursements | | | | | \$ 0.00 |
| Balance On Hand 4/30/2017 | | | | | \$ 0.00 |

| Date | Type | Number | Description | Amount | Totals |
|----------------------------------|------------|--------|-------------------------------------|-----------|---------------------|
| PayPal Account | | | | | |
| Balance On Hand 4/1/2017 | | | | | \$ 7,429.81 |
| Deposited Income | | | | | |
| 04/30/2017 | DEPOSIT | | PayPal summary deposit | \$ 160.00 | |
| | | | | TOTAL | \$ 160.00 |
| Total Deposits | | | | | \$ 160.00 |
| Adjustments/Transfers | | | | | |
| 04/30/2017 | ADJUSTMENT | 203 | Reduce gross PayPal deposit by fees | \$ 6.22 | |
| | | | | TOTAL | \$ 6.22 |
| Total Disbursements | | | | | \$ 6.22 |
| Balance On Hand 4/30/2017 | | | | | \$ 7,583.59 |
| MFCU Money Market ID 02 | | | | | |
| Balance On Hand 4/1/2017 | | | | | \$ 28,561.07 |
| Adjustments/Transfers | | | | | |
| 04/30/2017 | ADJUSTMENT | 204 | Bank interest payment | \$ 3.52 | |
| | | | | TOTAL | \$ 3.52 |
| Total Deposits | | | | | \$ 3.52 |
| Total Disbursements | | | | | \$ 0.00 |
| Balance On Hand 4/30/2017 | | | | | \$ 28,564.59 |
| MFCU Checking ID 10 | | | | | |
| Balance On Hand 4/1/2017 | | | | | \$ 200.00 |
| Total Deposits | | | | | \$ 0.00 |
| Total Disbursements | | | | | \$ 0.00 |
| Balance On Hand 4/30/2017 | | | | | \$ 200.00 |
| Other Information | | | | | |

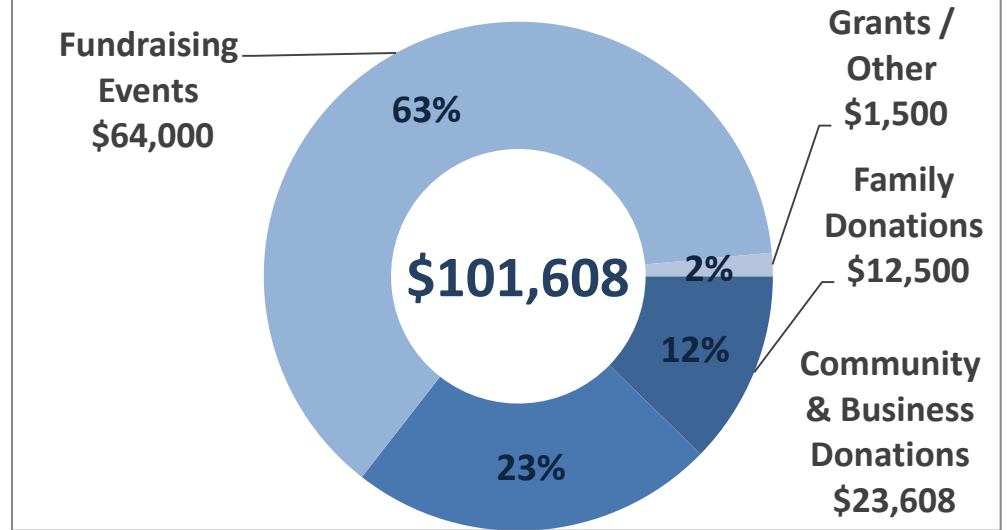
| Category | Type | Balance |
|---|-----------------------|----------------------|
| Assets | | |
| Accounts Receivable | Asset | \$ 0.00 |
| Cash Box | Asset | 0.00 |
| Fixed Assets | Asset | 0.00 |
| Inventory | Asset | 0.00 |
| Investments | Asset | 0.00 |
| MFCU Checking ID 09 | Bank | 71,050.94 |
| MFCU Checking ID 10 | Bank | 200.00 |
| MFCU Money Market ID 02 | Bank | 28,564.59 |
| MFCU Savings ID 01 | Bank | 0.00 |
| PayPal (Old Asset Account) | Asset | 0.00 |
| PayPal Account | Bank | 7,583.59 |
| Undeposited Funds | Asset | 280.00 |
| x_Chase Checking | Bank | 0.00 |
| Total Assets | | \$ 107,679.12 |
| Liabilities | | |
| Accounts Payable | Liability | \$ 0.00 |
| Sales Tax Payable | Liability | 0.00 |
| Total Liabilities | | \$ 0.00 |
| Fund Balance | | |
| Emergency Reserve | Carry-Over/Restricted | \$ 28,500.00 |
| Fund Balance | Carry-Over/Restricted | 78,778.64 |
| Garden Supplies/Equipment | Carry-Over/Restricted | 2,706.63 |
| IB Materials | Carry-Over/Restricted | 2,882.50 |
| Kaiser Staff Lounge/Kitchen Grant 2016 | Carry-Over/Restricted | 0.00 |
| Zurich University Hosting | Carry-Over/Restricted | 500.00 |
| Change in Fund Balance | | (5,688.65) |
| Total Fund Balance | | \$ 107,679.12 |
| Total Liabilities and Fund Balance | | \$ 107,679.12 |

FOABE Income and Expenses

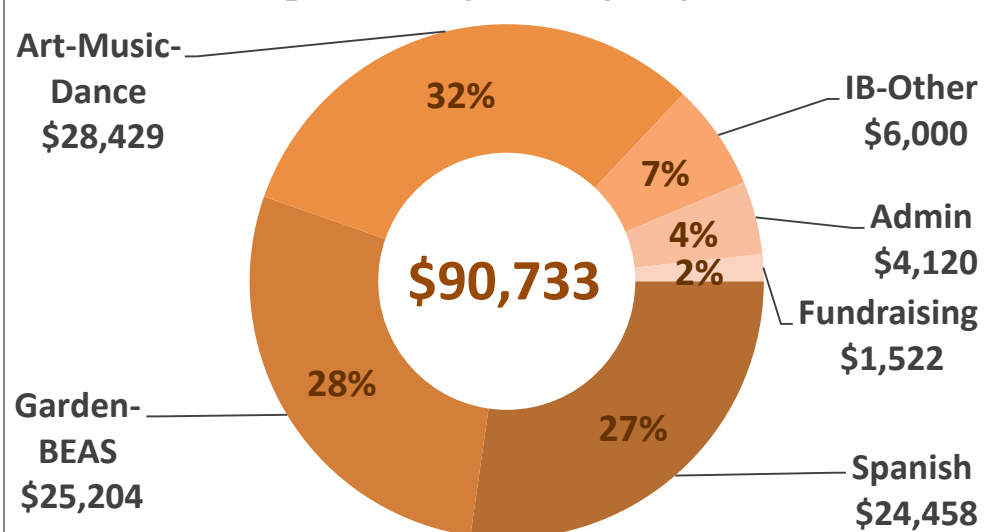
Funds Raised 7/1 to 4/30/17



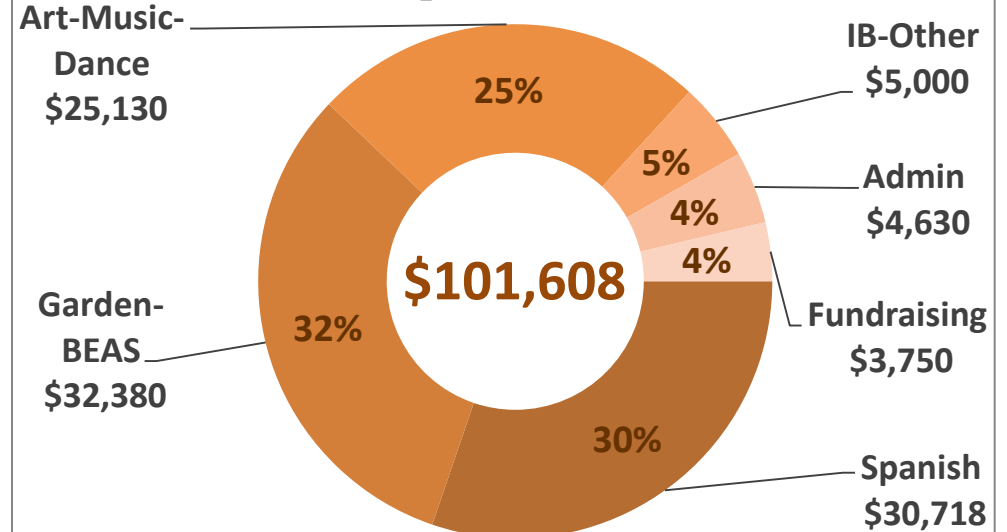
Fundraising Goals for 2016-17



Expenses 7/1 to 4/30/17

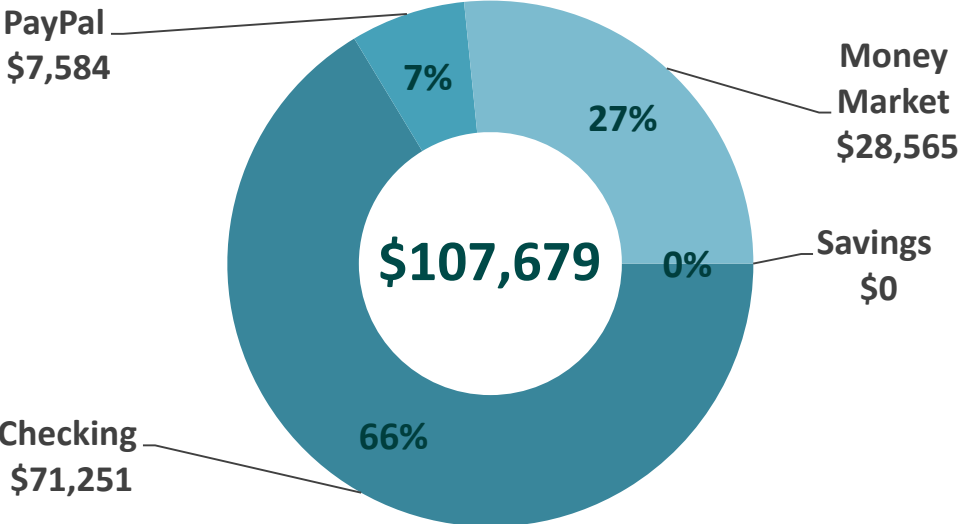


Planned Expenses for 2016-17



FOABE Assets

Account Balances as of 4/30/17



Funds Availability as of 4/30/17

