

**Friends of Alice Birney Elementary**  
**12/13/16**  
**Room 29 - Mrs. Monetti's room**

<b>Time</b>	<b>Item</b>	<b>Who</b>	<b>Action</b>	<b>Attachment</b>
6:00 PM	1. Approve Agenda	Board members	Motion/ Vote	None
6:02 PM	2. Approve minutes of 11/15/16 Meeting	Board members	Motion/ Vote	Attachment A, B
6:05 PM	3. Treasurer's Report	Chris	No	Attachment C
6:20 PM	4. Big Give! - Thurs, Dec. 15th.	Brenda	No	None
6:30 PM	5. Run for the Green	Beth	No	None
6:40 PM	6. Canvassing Committee	Kati/Sarah	No	None
6:50 PM	7. Garden Grant \$ Expenditures	James	No	None
7:00 PM	8. Review of Board Positions	Beth	No	Attachment D
7:15 PM	9. Adjourn	Board members	Motion/ Vote	None

# Friends of Alice Birney Elementary

## 11/15/16 Meeting – Birney Elementary – Auditorium

Meeting Called to Order by Beth – 7:20 pm

Topic	Discussion	Action																		
Agenda	Reviewed - Approved	Motion by B. Deig/W. DeCesare																		
Minutes	Reviewed - Approved	Motion by C. Jaccard/J. Fitzgerald																		
Attendance	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Beth Deig</td> <td style="width: 50%;">President</td> </tr> <tr> <td>Tulip Howard</td> <td>Vice-President</td> </tr> <tr> <td>Chris Jaccard</td> <td>Treasurer</td> </tr> <tr> <td>Wendy DeCesare</td> <td>Secretary</td> </tr> <tr> <td>Amanda Hammond-Williams</td> <td>Principal</td> </tr> <tr> <td>James Fitzgerald</td> <td>PTA Liaison</td> </tr> <tr> <td>Brenda Anderson</td> <td></td> </tr> <tr> <td>Nikki Bergstrom</td> <td></td> </tr> <tr> <td colspan="2">Guest: See Attachment A</td> </tr> </table>	Beth Deig	President	Tulip Howard	Vice-President	Chris Jaccard	Treasurer	Wendy DeCesare	Secretary	Amanda Hammond-Williams	Principal	James Fitzgerald	PTA Liaison	Brenda Anderson		Nikki Bergstrom		Guest: See Attachment A		
Beth Deig	President																			
Tulip Howard	Vice-President																			
Chris Jaccard	Treasurer																			
Wendy DeCesare	Secretary																			
Amanda Hammond-Williams	Principal																			
James Fitzgerald	PTA Liaison																			
Brenda Anderson																				
Nikki Bergstrom																				
Guest: See Attachment A																				
Financial	<p><b>Treasurer's Report</b> - Chris Jaccard</p> <ul style="list-style-type: none"> <li>• \$94,672 = total available in checking. Operating funds = \$58,673. Restricted use = \$7,499. Emergency reserve = \$28,500.</li> <li>• Annual fundraising goal = \$101,608</li> <li>• Expenses from July 1 – October 31, 2016 = \$34,047</li> <li>• Funds raised from July 1 – October 31, 2016 = \$15,621</li> <li>• October BNO grand total was over \$6,000</li> <li>• Donations: \$6,000 in October from businesses &amp; families</li> <li>• Expenses: Check out for Art/Music/Dance from last fiscal year cashed during this fiscal year. Spanish &amp; Garden are up to date. Checks out for administrative costs, software costs, fundraising costs, paypal costs.</li> </ul>																			
Fundraising Report	<p><b>CANVASSING COMMITTEE</b></p> <ul style="list-style-type: none"> <li>• Committee chairs are Kati Bennett &amp; Sarah McClure. Always in need of canvassers. One united team to canvass for all events throughout the year. Looking for cash &amp; in-kind donations.</li> </ul> <p><b>BNO</b></p> <ul style="list-style-type: none"> <li>• Committee chair is Shelley Jaccard. Report on success of first BNO. Goal was \$4,000. Event earned over \$6,000</li> </ul> <p><b>RUN FOR THE GREEN</b></p> <ul style="list-style-type: none"> <li>• Committee chair is Tulip Howard. Goal = \$28,000. 10<sup>th</sup> annual RFTG. March 17, 2017 (St Patrick's Day). Seeking volunteers to explore &amp; plan for this event.</li> </ul> <p><b>BIG GIVE</b></p> <ul style="list-style-type: none"> <li>• Committee chair is Brenda Anderson. Goal = \$23,000. 12-hour, online fundraiser. Held from 7 am – 7 pm Thursday, December 15, 2016.</li> </ul>																			
Adjourn	Meeting adjourn at 7:49 pm	Motion by W. DeCesare/C. Jaccard																		
Next Meeting	December 13, 2016 – 6:00 pm – Rm 29																			

# *Friends* of Alice Birney Elementary

**11/15/16 Meeting – Birney Elementary – Auditorium**

## **Attachment A - Attendance**

Indrani Ganguly-Fitzgerald

Bethany LaBarge

Holly Sullivan

Jerry DeLane

Nellie Sadeghian

Kari Steele

Naomi Stevens

Ray Rivera

Jennifer Kisner

Anastasia Jackson

Alexandra Crawford

Michelle Franklin

Lauren Foosaner

Cassandra Beal

Rosaria Diaz

Sadia Najmi

Layla Hains

Inga Kiderra

Josh McCogle

Todd Steinardt

Shelley Jacard

Sarah McLure

Lisa Clark

Rodrigo Muniz

Lyn Patterson

Kim Schultz

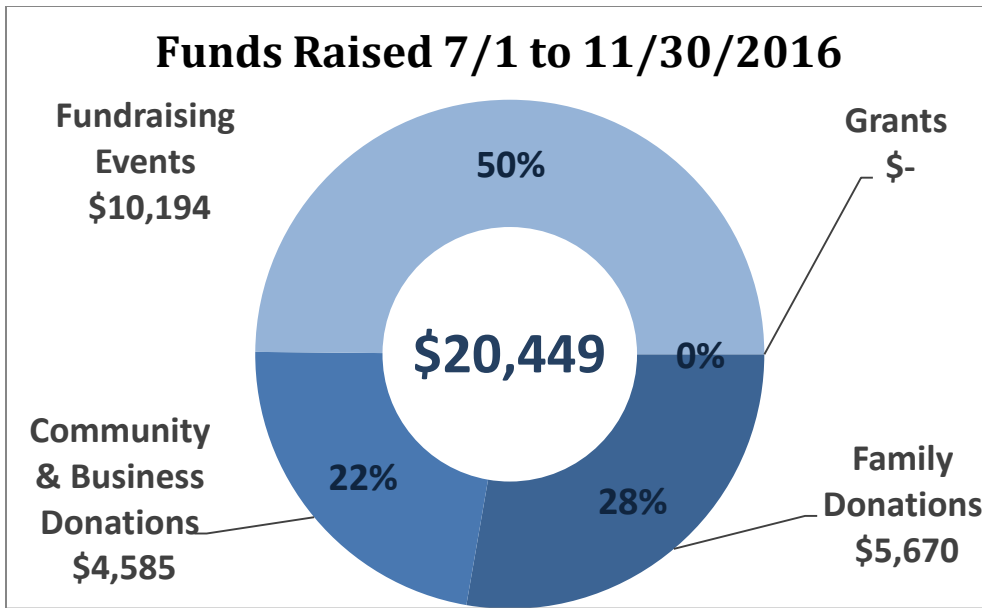
Diana Leonard

Katie Callaghan

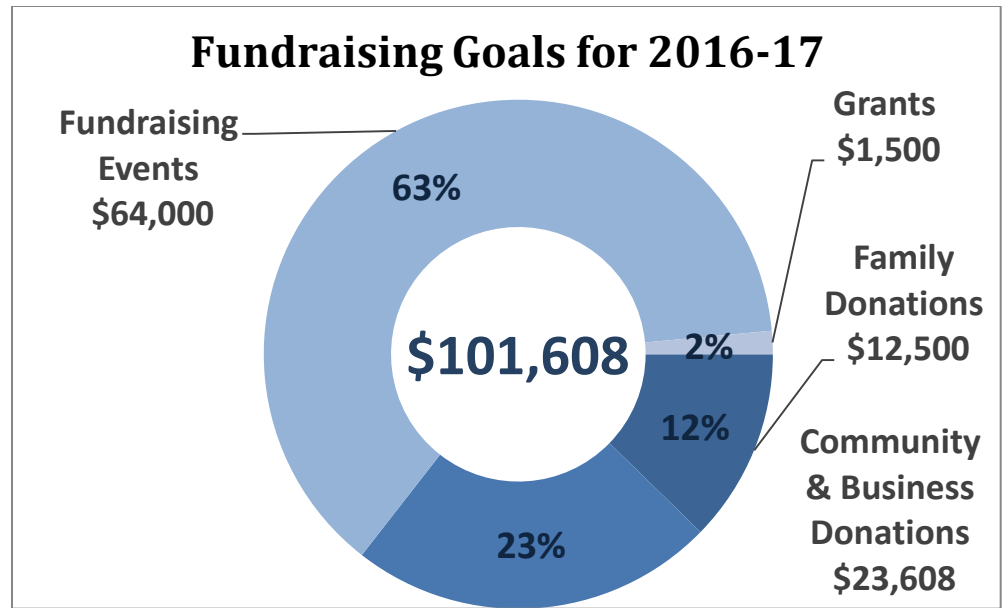
Paulina ?

# FOABE Income and Expenses

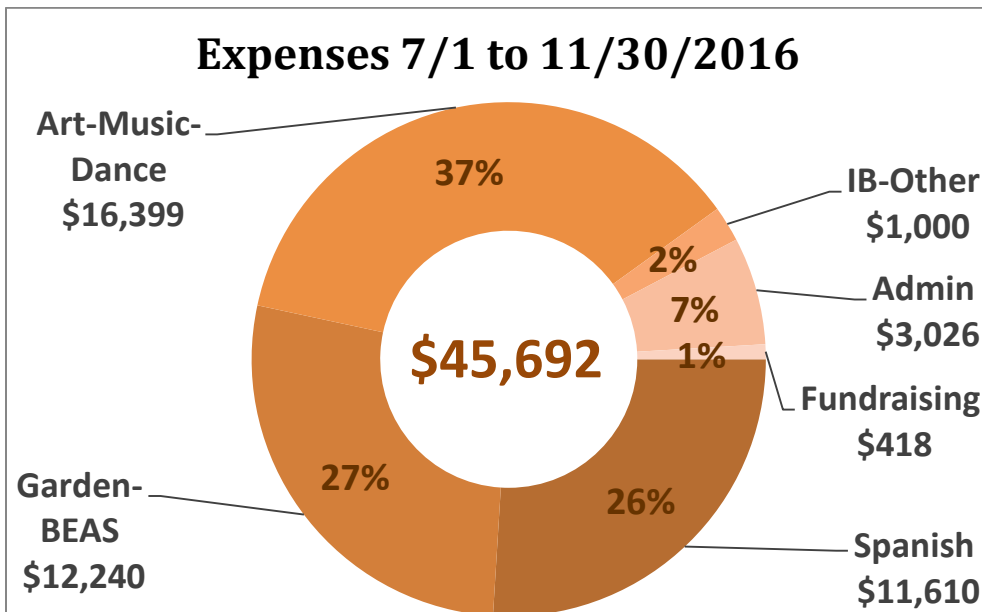
## Funds Raised 7/1 to 11/30/2016



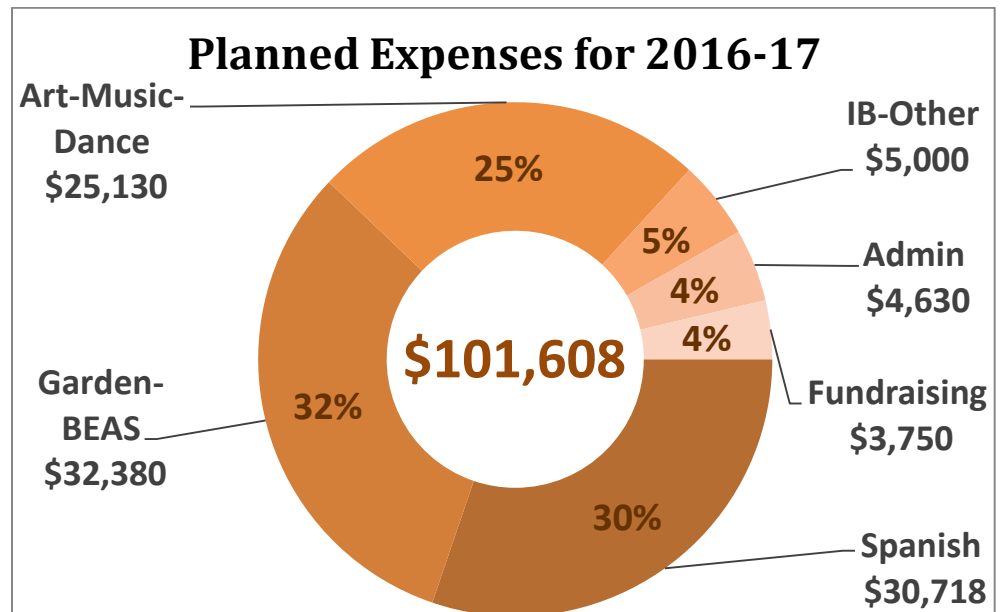
## Fundraising Goals for 2016-17



## Expenses 7/1 to 11/30/2016

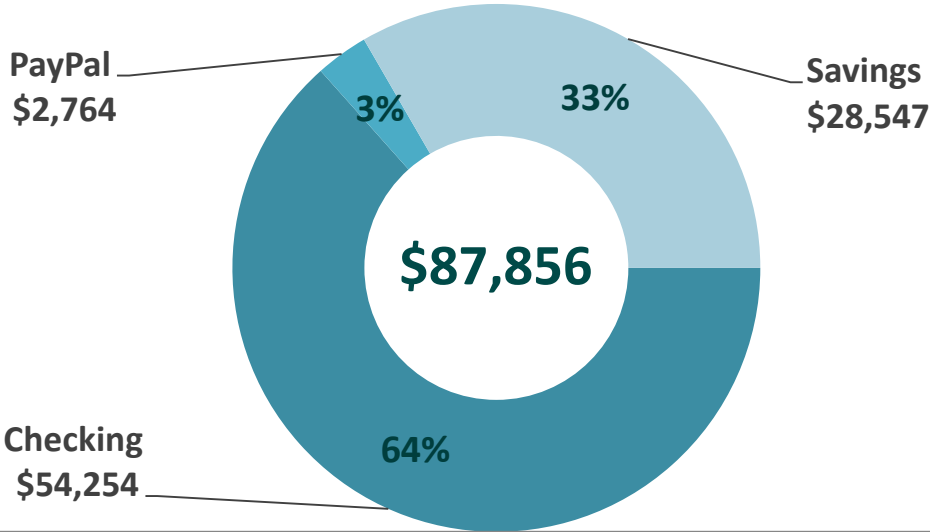


## Planned Expenses for 2016-17

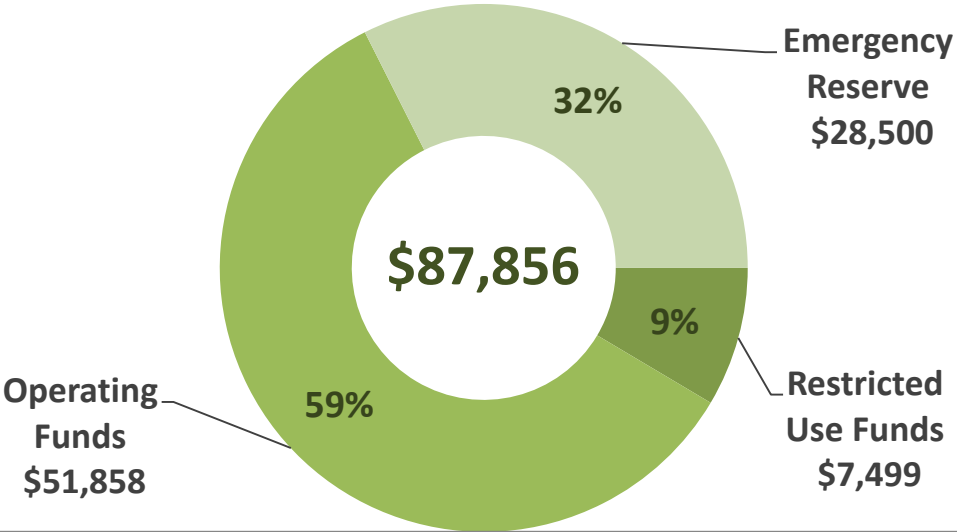


# FOABE Assets

### Account Balances as of 11/30/2016



### Funds Availability as of 11/30/2016



	Selected Period	Year to Date	Budget
<b>Cash Balance Forward</b>			
MFCU Checking	63,668.14	84,110.41	84,110.41
MFCU Savings	28,544.59	28,534.98	28,534.98
PayPal Account	2,458.98	442.38	442.38
x_Chase Checking	0.00	0.00	0.00
Total Cash Balance Forward	\$ 94,671.71	\$ 113,087.77	\$ 113,087.77
<b>Receipts</b>			
<b>Administration</b>			
Donations - Administration	210.00	4,545.00	3,500.00
Donations - Community	3,155.00	4,585.00	15,283.00
Interest Income	2.35	11.96	50.00
<b>Fundraisers</b>			
Amazon Smile	38.56	83.19	0.00
Amazon Store Front	132.38	636.37	1,500.00
Big Give	0.00	0.00	23,000.00
BNO-1 (Birney Night Out)	1,081.66	5,902.66	4,000.00
BNO-2 (Birney Night Out)	0.00	0.00	4,000.00
Monthly Contributions (Give a Latte)	210.00	1,125.00	3,000.00
Pride Parking	0.00	3,571.50	3,500.00
Run for the Green	0.00	0.00	28,000.00
<b>Programs</b>			
Art/Music/Dance	0.00	0.00	500.00
Garden	0.00	0.00	500.00
Spanish	0.00	0.00	500.00
Total Receipts	\$ 4,829.95	\$ 20,460.68	\$ 87,333.00
<b>Expenses</b>			
<b>Administration</b>			
Advertising & Promotion	178.94	370.34	1,500.00
Bank Charges	0.00	2.12	50.00
Bank Charges - NSF	0.00	0.00	25.00
Childcare	30.00	60.00	400.00
Computer Expense	21.25	695.25	750.00
Conferences/IB Training for Teachers	0.00	0.00	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	20.00	20.00	400.00
Other Expenses	0.00	0.00	400.00
PayPal Fees - Administration	2.61	6.73	50.00
Postage	0.00	0.00	100.00
Supplies	0.00	45.14	150.00
<b>Fundraisers</b>			
Big Give	0.00	0.00	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)	7.62	40.35	100.00
Pride Parking	0.00	10.00	350.00
Run for the Green	0.00	0.00	2,000.00
<b>Programs</b>			
Art/Music/Dance	4,370.00	16,398.75	25,130.00
Class Size Reduction/Other	0.00	1,000.00	0.00
Garden	3,640.00	12,240.00	32,380.00
Spanish	3,375.00	11,610.00	30,718.00
Total Expenses	\$ 11,645.42	\$ 45,692.21	\$ 101,608.00

	\$	(6,815.47)	\$	(25,231.53)	\$	(14,275.00)
Net Receipts						
Less:						
Emergency Reserve						28,500.00
Garden Supplies/Equipment						4,116.09
IB Materials						2,882.50
Kaiser Staff Lounge/Kitchen Grant 2016						0.00
Zurich University Hosting						500.00
Unallocated Reserves						62,814.18
					\$	0.00
<b>Cash Balance</b>	\$	87,856.24	\$	87,856.24		
Change to Fund Balance		0.00		4,631.28		
Change to Kaiser Staff Lounge/Kitchen Grant 2016		0.00		(3,631.28)		
Change to Zurich University Hosting		0.00		(1,000.00)		
<b>Subtotal</b>	\$	87,856.24	\$	87,856.24		
PayPal (Old Asset Account)		0.00		0.00		
Undeposited Funds		(2,291.66)		(2,291.66)		
<b>Adjusted Cash Balance</b>	\$	85,564.58	\$	85,564.58		

**Checks Written**

282	IES Language Foundation	Spanish - Oct 2016	3,375.00
283	Dig Down Deep	Garden - Oct 2016	3,640.00
284	Elizabeth Deig	SDUSD rent charge for garden party 11/6	49.50
285	Chris Jaccard	CA Secretary of State - Stmt of Info Filing (C3255012)	20.00
286	Heather Kin	Childcare - November 2016 Meeting	30.00
287	Wendy DeCesare	Pizza for November meeting	129.44
288	Alice Birney Elementary	Advance for Art program expenses - board approved	3,000.00
289	Ashley Bruce	Art Sep - Nov 2016	1,370.00
290	Elizabeth Deig	MailChimp - November 2016	21.25

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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 11/1/2016</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 11/30/2016</b>					<b>\$ 0.00</b>
<b>MFCU Checking</b>					
<b>Balance On Hand 11/1/2016</b>					<b>\$ 63,668.14</b>
<b>Deposited Income</b>					
11/07/2016	DEPOSIT		Amazon Smile ACH	\$ 38.56	
11/07/2016	DEPOSIT		3 Checks	2,050.00	
11/29/2016	DEPOSIT		Amazon Store Front ACH	132.38	
				TOTAL	<b>\$ 2,220.94</b>
<b>Total Deposits</b>					<b>\$ 2,220.94</b>
<b>Checks</b>					
11/03/2016	CHECK	282	IES Language Foundation, Spanish - Oct 2016	\$ 3,375.00	
11/03/2016	CHECK	283	Dig Down Deep, Garden - Oct 2016	3,640.00	
11/08/2016	CHECK	284	Elizabeth Deig, SDUSD rent charge for garden party 11/6	49.50	
11/08/2016	CHECK	285	Chris Jaccard, CA Secretary of State - Stmt of Info Filing (C3255012)	20.00	
11/15/2016	CHECK	286	Heather Kin, Childcare - November 2016 Meeting	30.00	
11/15/2016	CHECK	287	Wendy DeCesare, Pizza for November meeting	129.44	
11/18/2016	CHECK	288	Alice Birney Elementary, Advance for Art program expenses - board approved	3,000.00	
11/18/2016	CHECK	289	Ashley Bruce, Art Sep - Nov 2016	1,370.00	
11/18/2016	CHECK	290	Elizabeth Deig, MailChimp - November 2016	21.25	
				TOTAL	<b>\$ 11,635.19</b>
<b>Total Disbursements</b>					<b>\$ 11,635.19</b>
<b>Balance On Hand 11/30/2016</b>					<b>\$ 54,253.89</b>
<b>MFCU Savings</b>					
<b>Balance On Hand 11/1/2016</b>					<b>\$ 28,544.59</b>
<b>Adjustments/Transfers</b>					
11/30/2016	ADJUSTMENT	177	Bank interest payment	\$ 2.35	
				TOTAL	<b>\$ 2.35</b>

<u>Date</u>	<u>Type</u>	<u>Number</u>	<u>Description</u>	<u>Amount</u>	<u>Totals</u>
<b>Total Deposits</b>					<b>\$ 2.35</b>
<b>Total Disbursements</b>					<b>\$ 0.00</b>
<b>Balance On Hand 11/30/2016</b>					<b>\$ 28,546.94</b>
<b>PayPal Account</b>					
<b>Balance On Hand 11/1/2016</b>					<b>\$ 2,458.98</b>
<b>Deposited Income</b>					
11/30/2016	DEPOSIT		PayPal summary deposit	\$ 315.00	
				TOTAL	<b>\$ 315.00</b>
<b>Total Deposits</b>					<b>\$ 315.00</b>
<b>Adjustments/Transfers</b>					
11/30/2016	ADJUSTMENT	176	Reduce gross PayPal deposit by fees	\$ 10.23	
				TOTAL	<b>\$ 10.23</b>
<b>Total Disbursements</b>					<b>\$ 10.23</b>
<b>Balance On Hand 11/30/2016</b>					<b>\$ 2,763.75</b>
<b>Other Information</b>					

Category	Type	Balance
<b>Assets</b>		
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	Bank	54,253.89
MFCU Savings	Bank	28,546.94
PayPal (Old Asset Account)	Asset	0.00
PayPal Account	Bank	2,763.75
Undeposited Funds	Asset	2,291.66
x_Chase Checking	Bank	0.00
<b>Total Assets</b>		<b>\$ 87,856.24</b>
<b>Liabilities</b>		
Accounts Payable	Liability	\$ 0.00
Sales Tax Payable	Liability	0.00
<b>Total Liabilities</b>		<b>\$ 0.00</b>
<b>Fund Balance</b>		
Emergency Reserve	Carry-Over/Restricted	\$ 28,500.00
Fund Balance	Carry-Over/Restricted	77,089.18
Garden Supplies/Equipment	Carry-Over/Restricted	4,116.09
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		(25,231.53)
<b>Total Fund Balance</b>		<b>\$ 87,856.24</b>
<b>Total Liabilities and Fund Balance</b>		<b>\$ 87,856.24</b>

Board Position	Member	Term ends
President	Beth Deig	2 <sup>nd</sup> Term completes in July 2017
Vice President	Tulip Howard	1 <sup>st</sup> Term completes in July 2017
Treasurer	Chris Jaccard	1 <sup>st</sup> Term completes in July 2017
Secretary	Wendy DeCesare	1 <sup>st</sup> Term completes in July 2017
Principal	Amanda Hammond Williams	Permanent position
PTA Liaison	James Fitzgerald	1 <sup>st</sup> Term completes in July 2018
At-Large	Elena Monetti	1 <sup>st</sup> Term completes in July 2018
At-Large	Nikki Bergstrom	1 <sup>st</sup> Term completes in July 2018
At-Large	Brenda Anderson	1 <sup>st</sup> Term completes in July 2018