

# *Friends* of Alice Birney Elementary

Thursday, September 7, 2017

Birney Elementary

Time	Item	Who	Action	Attachment
6:00 PM	1. Approve Agenda	Board members	Motion/ Vote	None
6:02 PM	2. Approve minutes of August 12, 2017	Board members	Motion/ Vote	Attachment A
6:05 PM	3. Treasurer's Report, Approve Budget, Teacher Portal	Nikki	Motion/ Vote	Attachment B, C
6:20 PM	4. Business Sponsorship	Chris L	Motion/ Vote	None
6:35 PM	5. Fall Fundraiser	Janet	No	None
6:45 PM	6. Family Dinner Nights	Tulip	No	None
6:55 PM	7. Updates: Give a Latte, Canvassing, BNO, Grants, Thermometer, Donation Box	Wendy	No	None
7:05 PM	8. Discussion: New fundraising initiatives	All	No	None
7:30 PM	10. Adjourn	Board members	Motion/ Vote	None

## September Calendar:

Family Friday – Friday, September 8

Playground Playdate/Parent Org Meet & Greet – Friday, September 15

Parent Org Meeting – Thursday, September 21

Birney Day at the Padres – Sunday, September 24

Fall Fundraiser Kick Off – Monday, September 25

Morning Buzz – Friday, September 29

MINUTES  
8/12//2017 Meeting – 1021 Meade Ave, San Diego

Meeting Called to Order by Wendy – 10:51 AM

Topic	Discussion	Action
Agenda	Budget	NA
Minutes	Reviewed – Approved	Motion by Chris L./Chris S.
Attendance	Wendy DeCesare                      President Chris Jaccard                              Vice President Nikki Bergstrom                          Treasurer Brenda Anderson                         Secretary Amanda Hammond Williams          Principal Chris Scorza                                PTA Liaison Sarah McLure Chris LaZich Kim Schultz	
Budget	<b>RECEIPTS - Nikki Bergstrom</b> <ul style="list-style-type: none"> <li>• Increase of family donations to \$5K</li> <li>• Fall fundraiser – Janet Snook has agreed to Chair; considering Mixed Bags               <ul style="list-style-type: none"> <li>○ 40% online, 50% on campus</li> <li>○ 9/27 begin – Oct 25<sup>th</sup> – fake end</li> </ul> </li> <li>• Increase family dinner night to \$2K</li> <li>• Rosario starting Instagram account and taking over Facebook</li> <li>• Include Give a Latte as an incentive for Game Truck</li> <li>• Net \$600 for Padres / Gulls</li> <li>• Get lockbox to collect future money in office; get padlock for existing</li> <li>• Permit for Pride parking should be secured ASAP               <ul style="list-style-type: none"> <li>○ Need a chair</li> <li>○ Increase to \$20</li> </ul> </li> </ul>	
	<b>EXPENSES</b> <ul style="list-style-type: none"> <li>• Add business sponsorships to e-blast</li> <li>• Leave childcare at \$400 for joint meetings</li> <li>• Assemblies reduce to \$1200</li> <li>• Classroom supplies               <ul style="list-style-type: none"> <li>○ Sponsoring enhancements to IB Program</li> <li>○ Enhancement budget for each grade level</li> <li>○ List of options for teachers around field trips – Chris S to send Amanda list to give to teachers</li> <li>○ IB supplies for the school</li> <li>○ Each individual grade level budget for supplies, field trips, assemblies</li> <li>○ Leaving \$3K and \$8K for supplies &amp; field trips but will break it out separately (\$20 per kid)</li> <li>○ Kim to send Chris S intake form to make electronic version</li> <li>○ Will accept requests from teachers through May 31<sup>st</sup></li> <li>○ Kim to set up mail chimp page</li> </ul> </li> <li>• Conferences – drop to \$0</li> <li>• Leave \$400 for operating - need to find CPA</li> <li>• BNO – reduce to \$300</li> </ul>	

	<ul style="list-style-type: none"> <li>• Raise Fall Fundraiser to \$8K</li> <li>• IB Membership - \$13K – can be distributed throughout year</li> </ul>	
	<p><b>RECEIPTS – Round 2</b></p> <ul style="list-style-type: none"> <li>• BNO – Increase to \$5K each</li> <li>• Business donation – increase to \$10K</li> <li>• Family Donation – increase to \$6K</li> <li>• Storefront – increase to \$3K</li> <li>• Family dinner night - \$2K</li> <li>• Grants <ul style="list-style-type: none"> <li>○ Mission Federal Grant – up to \$10K</li> <li>○ Junior achievement / Biz town - \$24 per student – part of grant</li> <li>○ Need teachers to do Art grant to pay for busses</li> </ul> </li> <li>• Advertise \$250 per student</li> </ul> <p><b>ACTION ITEMS</b></p> <ul style="list-style-type: none"> <li>• Figure out field trip / supplies breakdown per grade level</li> <li>• Research new fundraisers &amp; ways to bridge \$13K gap in budget</li> <li>• Create code of conduct at next joint board meeting</li> <li>• Structure of Business Partnership form before Kinder orientation – Chris L to coordinate meeting</li> <li>• Chris S send Chris L list of fieldtrips to give to Naomi for breakfast</li> </ul>	
Adjourn	Meeting adjourn at 1:24	Motion by Brenda / Kim
Next Meeting	September 7 <sup>th</sup> at 6PM	

	Selected Period	Year to Date	Budget
<b>Cash Balance Forward</b>			
MFCU Checking ID 09	57,684.29	63,138.91	63,138.91
MFCU Checking ID 10	200.00	200.00	200.00
MFCU Money Market ID 02	28,575.39	28,571.75	28,571.75
MFCU Savings ID 01	0.00	0.00	0.00
PayPal Account	3,045.89	2,565.85	2,565.85
<b>Total Cash Balance Forward</b>	<b>\$ 89,505.57</b>	<b>\$ 94,476.51</b>	<b>\$ 94,476.51</b>
<b>Receipts</b>			
<b>Administration</b>			
Donations - Community	0.00	237.16	0.00
Interest Income	3.64	7.28	0.00
<b>Fundraisers</b>			
Amazon Smile	58.51	58.51	0.00
Amazon Store Front	114.01	215.61	0.00
Monthly Contributions (Give a Latte)	90.00	205.00	0.00
Pride Parking	0.00	6,777.60	0.00
<b>Total Receipts</b>	<b>\$ 266.16</b>	<b>\$ 7,501.16</b>	<b>\$ 0.00</b>
<b>Expenses</b>			
<b>Administration</b>			
Advertising & Promotion	0.00	434.96	0.00
Bank Charges	0.00	8.19	0.00
Childcare	0.00	30.00	0.00
Computer Expense	390.00	390.00	0.00
Postage	14.70	14.70	0.00
<b>Fundraisers</b>			
Monthly Contributions (Give a Latte)	3.48	7.81	0.00
Padres	40.00	40.00	0.00
Pride Parking	0.00	395.96	0.00
<b>Programs</b>			
Art/Music/Dance	600.00	600.00	0.00
Garden	0.00	6,540.00	0.00
Spanish	0.00	4,792.50	0.00
<b>Total Expenses</b>	<b>\$ 1,048.18</b>	<b>\$ 13,254.12</b>	<b>\$ 0.00</b>
<b>Net Receipts</b>	<b>\$ (782.02)</b>	<b>\$ (5,752.96)</b>	<b>\$ 0.00</b>
<b>Less:</b>			
Emergency Reserve			28,500.00
Garden Supplies/Equipment			1,805.58
IB Materials			2,882.50
Kaiser Staff Lounge/Kitchen Grant 2016			0.00
Zurich University Hosting			500.00
Unallocated Reserves			60,788.43
			<b>\$ 0.00</b>
<b>Cash Balance</b>	<b>\$ 88,723.55</b>	<b>\$ 88,723.55</b>	

**Checks Written**

356 Ashley Bruce	Kinder Art 6/23-7/21	600.00
357 Chris Jaccard	Reimbursement for Donor Tools software and stamps	404.70

358	Sarah McLure	Padres ticket deposit	40.00
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Signature

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Date

Date	Type	Number	Description	Amount	Totals
<b>x_Chase Checking</b>					
Balance On Hand 8/1/2017					\$ 0.00
Total Deposits					\$ 0.00
Total Disbursements					\$ 0.00
Balance On Hand 8/31/2017					\$ 0.00
<b>MFCU Checking ID 09</b>					
Balance On Hand 8/1/2017					\$ 57,684.29
<b>Deposited Income</b>					
08/31/2017	DEPOSIT		Amazon Store Front	\$ 172.52	
				TOTAL	\$ 172.52
<b>Adjustments/Transfers</b>					
08/04/2017	ADJUSTMENT	217	Transfer from PayPal to MFCU Checking	\$ 3,045.89	
				TOTAL	\$ 3,045.89
Total Deposits					\$ 3,218.41
<b>Checks</b>					
08/02/2017	CHECK	356	Ashley Bruce, Kinder Art 6/23-7/21	\$ 600.00	
08/02/2017	CHECK	357	Chris Jaccard, Reimbursement for Donor Tools software and stamps	404.70	
08/08/2017	CHECK	358	Sarah McLure, Padres ticket deposit	40.00	
				TOTAL	\$ 1,044.70
Total Disbursements					\$ 1,044.70
Balance On Hand 8/31/2017					\$ 59,858.00
<b>MFCU Savings ID 01</b>					
Balance On Hand 8/1/2017					\$ 0.00
Total Deposits					\$ 0.00
Total Disbursements					\$ 0.00
Balance On Hand 8/31/2017					\$ 0.00
<b>PayPal Account</b>					

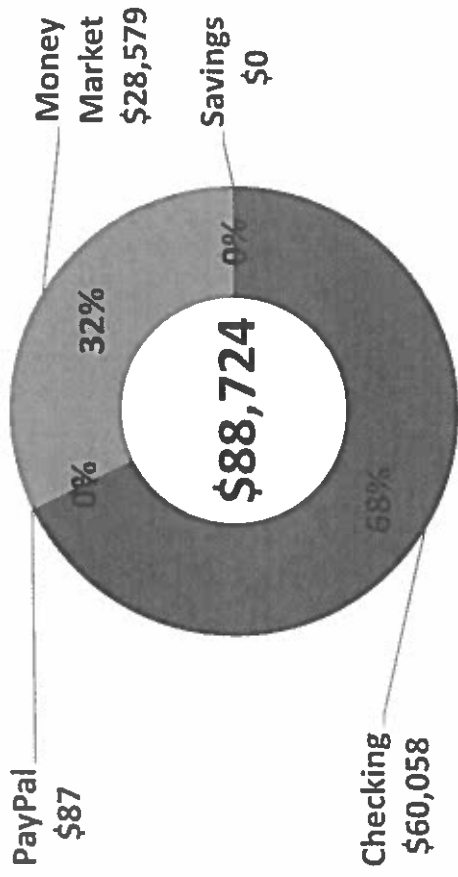
Date	Type	Number	Description	Amount	Totals
<b>Balance On Hand 8/1/2017</b>					<b>\$ 3,045.89</b>
<b>Deposited Income</b>					
08/31/2017	DEPOSIT		Monthly Contributions August 2017	\$ 90.00	
				TOTAL	<u>\$ 90.00</u>
<b>Total Deposits</b>					<b>\$ 90.00</b>
<b>Adjustments/Transfers</b>					
08/04/2017	ADJUSTMENT	217	Transfer from PayPal to MFCU Checking	\$ 3,045.89	
08/31/2017	ADJUSTMENT	216	Reduce gross PayPal deposit by fees	3.48	
				TOTAL	<u>\$ 3,049.37</u>
<b>Total Disbursements</b>					<b>\$ 3,049.37</b>
<b>Balance On Hand 8/31/2017</b>					<b>\$ 86.52</b>
<b>MFCU Money Market ID 02</b>					
<b>Balance On Hand 8/1/2017</b>					<b>\$ 28,575.39</b>
<b>Adjustments/Transfers</b>					
08/31/2017	ADJUSTMENT	218	Bank Interest Payment	\$ 3.64	
				TOTAL	<u>\$ 3.64</u>
<b>Total Deposits</b>					<b>\$ 3.64</b>
<b>Total Disbursements</b>					<b>\$ 0.00</b>
<b>Balance On Hand 8/31/2017</b>					<b>\$ 28,579.03</b>
<b>MFCU Checking ID 10</b>					
<b>Balance On Hand 8/1/2017</b>					<b>\$ 200.00</b>
<b>Total Deposits</b>					<b>\$ 0.00</b>
<b>Total Disbursements</b>					<b>\$ 0.00</b>
<b>Balance On Hand 8/31/2017</b>					<b>\$ 200.00</b>
<b>PayPal Fees - Pride Parking</b>					
<b>Balance On Hand 8/1/2017</b>					<b>\$ 0.00</b>

<u>Date</u>	<u>Type</u>	<u>Number</u>	<u>Description</u>	<u>Amount</u>	<u>Totals</u>
<b>Total Deposits</b>					<b>\$ 0.00</b>
<b>Total Disbursements</b>					<b>\$ 0.00</b>
<b>Balance On Hand 8/31/2017</b>					<b>\$ 0.00</b>
<b>Other Information</b>					



# FOABE Financials 8/31/17

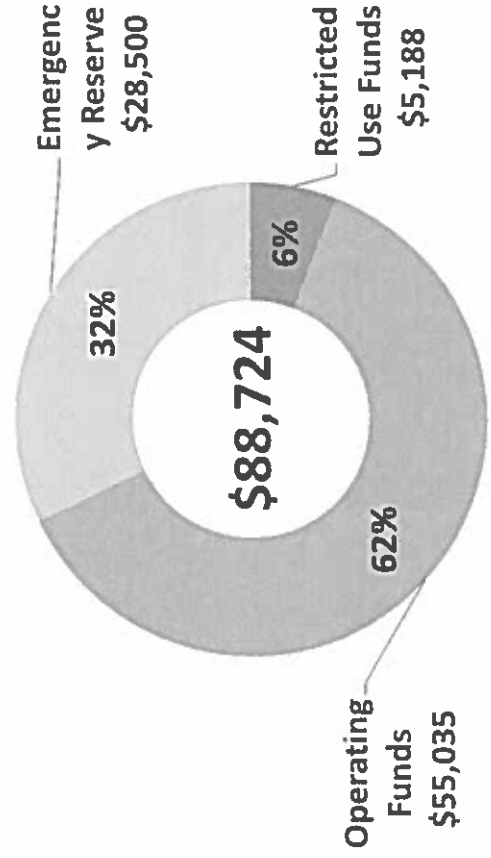
Account Balances as of 8/31/17



Funds Raised 7/1/17 to 8/31/17



Funds Availability as of 8/31/17



Expenses 7/1/17 to 8/31/17

