



## MCN Executive Board Meeting Minutes: Draft For Approval

Date – Location	September 14, 2016 – MATES Multipurpose Room	
Meeting Called to Order by	Brenda Miller	
Time	6:12pm	
Attendance: Present	<b>Co-Organizational Presidents:</b> Brenda Miller and Ruth Shramek; <b>Asst. Director:</b> Kristin Walker; <b>MATES Board Rep:</b> Nicole Flynn; <b>Communications:</b> Karen Gauthier;; <b>Parliamentarian:</b> Keith Akiyama; <b>Co-Program Coordinators/1st VP:</b> Sara Houck <b>Co-Fundraising Coordinators/2nd VP:</b> Jennifer McElvany; <b>Co-Secretary:</b> Lisa Humphries; <b>Treasurer:</b> Mitzi Ward; <b>Financial Secretary:</b> Adam Gauthier; <b>Room Rep Coordinator:</b> Nadia Hefni Foster; <b>Teacher Rep:</b> Denise Shutts	
Absent	<b>Executive Director:</b> Brenda Olshever; <b>Co-Program Coordinators/1st VP:</b> Lainie Donnell; <b>Co-Fundraising Coordinators/2nd VP:</b> Erica Rockabrand; <b>Auditor:</b> Melanie Herrera; <b>Co-Secretary:</b> Rachelle Llacer	
Agenda Item	Discussion/Recommendations	Next Steps/Status
Error! Reference source not found.		
Error! Reference source not found.	Action Item: Approval of MCN August Meeting Minutes <ul style="list-style-type: none"><li>○ Objections? No; All in Favor? Yes</li></ul>	Minutes approved
Vote for Financial Secretary	Action Item: Approval of Adam Gauthier as new Financial Secretary. <ul style="list-style-type: none"><li>○ Objections? No; All in Favor? Yes</li></ul>	Motion Carried
Error! Reference source not found.	<ul style="list-style-type: none"><li>● Welcome to Nicole Flynn, the new MATES Board Representative and to Denise Schutts the new Teacher's Representative!</li><li>● Discussed amendments to the agenda: 1) payment to mural artist for \$1700.00 and 2) change in payment for Grandma Rose to \$1150.00.<ul style="list-style-type: none"><li>○ <b>Action Item:</b> Move to approve aforementioned changes to Agenda.<ul style="list-style-type: none"><li>○ Objections? No; All in Favor? Yes</li></ul></li></ul></li><li>● Recent MCN General Membership meeting on September 9<sup>th</sup>, great to have large parent audience present and thank you to Karen Gauthier for speaking; let's keep encouraging parent participation and involvement in MCN and school activities!</li><li>● Briefly reviewed the Moxtra binders and where to find documents, etc.</li></ul>	Motion Carried
Error! Reference source not found.		
Error! Reference source not found.	Presenter: Brenda Miller <ul style="list-style-type: none"><li>● Beautification Committee:<ul style="list-style-type: none"><li>○ Chess set area ready to be developed. District needs scope-of-work and drawings of landscape work; additional fee of \$500 to generate drawings.</li></ul></li></ul>	



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<b>Error! Reference source not found.</b>	Presenter: Kristin Walker <ul style="list-style-type: none"><li>● Great start to year and everything going smoothly!<ul style="list-style-type: none"><li>○ The Back 2 School Bash was fantastic.</li><li>○ The new murals are beautiful.</li><li>○ A lot of new parents are asking how to get involved.</li></ul></li><li>● Thank you to MCN for all your hard work!</li></ul>	
Staff	Presenter: Denise Shutts <ul style="list-style-type: none"><li>● Murals look beautiful – kids like them and have been asking about them!</li><li>● The teachers have expressed that they are looking forward to upcoming social.</li><li>● Thank you to MCN for all your support</li></ul>	
<b>Error! Reference source not found.</b>	Presenter: Nicole Flynn <ul style="list-style-type: none"><li>● The Board has already had several meetings; a great team that is focused on best interest of school. This year will be working to increase visibility at the school to help parents understand who the Board is, how they represent the school, and how they support the mission of the school.</li></ul>	
<b>Error! Reference source not found.</b>	Presenter: Karen Gauthier <ul style="list-style-type: none"><li>● Reminder: One week prior (ie, Wednesday), please provide fliers for Wednesday Folders.</li><li>● Thank you to Diana Anderson and the Wednesday Folder volunteers; 52% signed up to go green – great work saving paper and trees!</li><li>● If an extra hand is needed for copies, Karen kindly offered help on some Mondays. Please reach out to Karen for details.</li><li>● Updates on website in progress.</li><li>● Parent Surveys: Discussion regarding the timing of the surveys (eg, one large survey at end of year vs smaller surveys throughout the year). Options are being considered.</li></ul>	



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Error! Reference source not found.	Presenter: Keith Akiyama <ul style="list-style-type: none"><li>• Working on standing rules</li><li>• Working to coordinate nominating committee – please reach out if you know anyone who may be interested.</li></ul>	
Error! Reference source not found.	Presenter: Sara Houck <ul style="list-style-type: none"><li>• Diana Anderson is working on movie night<ul style="list-style-type: none"><li>◦ Kids will get to vote to choose movie (3 options).</li><li>◦ Ribbon cutting for new Art and Science rooms</li><li>◦ <b>Action Item:</b> Move to approve Movie Night contract.<ul style="list-style-type: none"><li>◦ Objections? No; All in Favor? Yes</li></ul></li></ul></li><li>• Science Assembly<ul style="list-style-type: none"><li>◦ <b>Action Item:</b> Move to approve Science Assembly contract.<ul style="list-style-type: none"><li>◦ Objections? No; All in Favor? Yes</li></ul></li></ul></li><li>• Friday Social at Exotic Thai is set – a lot of excitement!</li><li>• Spirit-stick coordinator is Kim Stafford; she has great ideas and is hoping to set up possible inventory swapping program with other schools.</li><li>• Two authors, Adam Newman and Josuha Houke, will be coming to MATES to discuss their books.</li><li>• Kindness Counts, scheduled for October 20<sup>th</sup>.</li><li>• Grandma Rose planned for January 4<sup>th</sup>; student program during day and parent program in evening.</li><li>• Art at Lunch off to great start this year!</li><li>• Running club- Also off to great start - a lot of kids on Tuesday.</li><li>• First Parent Education Night on October 27<sup>th</sup>; presentation on “Letting Kids Fail.”</li></ul>	Motion Carried Motion Carried
Error! Reference source not found.	Presenter: Jen McElvany <ul style="list-style-type: none"><li>• <b>Scrip:</b> Aiming to roll out paper orders in October; working on fliers.</li><li>• <b>Photo day:</b> Very popular! Looking into adding a second date.</li><li>• <b>Direct Donation:</b> Fliers were sent out in the Wed. folder. Next, a table will be set up in front of school.</li><li>• <b>Wed folders:</b> 8 advertisers so far.</li><li>• <b>Jogathan:</b> Planning is moving forward; Working on getting T-shirt quotes.</li></ul>	
Error! Reference source not found.	Presenter: Nadia Hefni Foster <ul style="list-style-type: none"><li>• Great start to the year!<ul style="list-style-type: none"><li>◦ Parent volunteer positions are filled in all classes; seeing a lot more new parents getting involved.</li><li>◦ All September docs sent out.</li><li>◦ Mentorships are being set up to help new room rep parents.</li></ul></li></ul>	
<b>Error! Reference source not found.</b>		
Error! Reference source not found.	<ul style="list-style-type: none"><li>• Motion to approve 3 online payments and checks #1539 – #1548 totaling \$3918.11.<ul style="list-style-type: none"><li>◦ Objections? No; All in Favor? Yes</li></ul></li></ul> <p>Motion to approve deposits totaling \$281.21.</p>	Motion Carried



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Error! Reference source not found.	<ul style="list-style-type: none"><li>• Science Assembly Deposit - \$647.50</li><li>• Beautification Committee - \$500.00</li><li>• Gift to School - \$300.00</li><li>• Teacher Supplies - \$5,880.00</li><li>• Grandma Rose - \$1,150.00</li><li>• Parent Empowerment Night - \$350.00</li><li>• Core Values Program - \$1,400.00</li><li>• Beautification Committee for Mural – \$1700.00</li></ul> <input type="radio"/> Objections? No; All in Favor? Yes	Motion Carried
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Click here to enter text.	<ul style="list-style-type: none"><li>• Divo Denove is working on finding locations for the 2017 Benefit Dinner. Next steps: Consider location options and booking.</li><li>• For Programs and Fundraising, the president of CLU Teaching Club has indicated she may be able to help with finding CLU students to help with school projects/events in need of volunteer support.</li></ul>	
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Next Meeting	October 5, 2016	
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Meeting Adjourned At: 7:03pm

Minutes Compiled By: Lisa Humphries