



MATES Community Network - MCN

MCN Executive Board Meeting Minutes - October: Approved

Date – Location	October 5, 2016 - MATES Multipurpose Room	
Meeting Called to Order by	Ruth Shramek	
Time	6:08pm	
Attendance: Present	Co-Organizational Presidents: Brenda Miller, Ruth Shramek; Asst. Dir.: Kristin Walker; MATES Board Liaison: Nicole Flynn Staff Representative: Denise Shutts; Communications: Karen Gauthier; Parliamentarian: Keith Akiyama; Co-Program Coordinators/1st VP: Lainie Donnell, Choose an item. Co-Fundraising Coordinators/2nd VP: Erica Rockabrand, Jennifer McElvany; Co-Secretary: Rachelle Llacar, Choose an item.; Treasurer: Mitzi Ward;	
Absent	Executive Director: Brenda Staff Representative: Kristi Klingerman; Co-Program Coordinators/1st VP: Sara Houck; Co-Secretary: Lisa Humphries; Room Rep Coordinator: Nadia Foster	
Agenda Item	Discussion/Recommendations	Next Steps/Status
APPROVAL OF THE MINUTES & PRESIDENTS WELCOME		
Minutes from July Meeting	Action Item: Motion to approve minutes from MCN September Meeting Discussion? NoObjections? Choose an item.All in Favor? Yes	Motion carried
Presidents' Welcome		
REPORTS OF OFFICERS		
Presidents' Report	Presenter: Ruth. Looking forward to the events coming up. Wish list from Tech committee coming soon. Beautification committee met for wish list items- trees. Looking forward to January meeting. Propose to move up meeting time to 5:30pm, Jan 4. Thank you for Family Photo Day #1, Congrats to Sara for kicking off Spirit Sticks and Kerri Graver for her support. Thanks to the board members for supporting each other's events. Thanks for your time and energy- you're all valued!	
Executive/ Assistant Director	Parent Welcome Social was awesome. Exciting for Movie Night, Ribbon Cutting. Communication has been so good. MCN is presenting so well to the community.	
MATES Board Member	Presenter- Nicole. Approval of the MCN policy renewal at the last Board Meeting. Tech plan was approved, and will require some additional items from the MCN. Portable project has been a labor of love. Have	



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	<p>2 community members on the Board, to give a total of 8 board members (Marnie McLean, Victoria Shuester).</p> <p>Looking forward to Movie Night. Reminder- Kids Cannot play on the play equipment.</p>	
Staff	<p>Presenter: Denise Shutts</p> <p>Welcome back social was great. Communication is great.</p>	
Communications	<p>Presenter: Karen Gauthier</p> <p>Wednesday folders have been going great. Marketing plans from committees- make sure to get them to Karen. Want to get the word out for crucial positions that are open and need to be filled. In the future, want to have a Reporter position to write/ post on the blog, and focus on pictures and "Thank You's".</p>	
Auditor	None	
Parliamentarian	<p>Presenter: Keith</p> <p>Standing rules will be revised this year. Will vote in a subsequent meeting to approve revision.</p>	
Programs	<p>Welcome social: Went well; Nadia and Divo did a great job. Movie Night: ~325 people RSVPd. LEGO movie @ 7pm. Latino market will sell dinner and stay throughout the evening. MCN providing popcorn and glow sticks. Live music during dinner. Ribbon cutting, then movie. Spirit sticks: Spirit sticks will be passed out during Movie Night. Spirit Stick chair (Kim) will reach out to other event chairs to ask if they want spirit sticks for their events Kindness Counts: Kick off coming up. Comes with quotes for teachers to use, journals, shoe collection. Girls Scouts Buddy Bench</p> <p>Oct 27: Betty coming in to talk to parents on "Stop making your kids happy"</p>	
Fundraising	<p>Direct Donations: going great. Spirit Sticks going well. Book Fair: Moved to Room 18. Fun Run: Slowly collecting sponsors, T-shirts getting done. Scrip: Letter went home in Wednesday folder Benefit dinner: Divo has a good committee coming together. Identified a spot in Agoura- the new event center. Marketplace: looking for a chair Family Photo Day: 2nd day is fully booked. Wednesday folder: Every month is filled. Letters will be sent out with specific instructions. December, since only 2 weeks, donor will only pay for half. Sponsorship plan: need a new lead. Plan drawn up, need someone to carry it out.</p> <p>Continue to help each other out, and encourage people to "Just</p>	



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	Pick One"	
Head Room Representative	Every thing going smoothly	
ACTION ITEMS		
Action Item: Move to approve budget increase of \$500 (lighting)	All in Favor? Yes Motion: Lainie. 2 nd : Jen	Motion carried
FINANCIAL		
Report		
Action Item: Vote and Approve checks and online payments	Approve 8 online payments and checks 1549-1570, in the amount of \$14833.71. All in Favor? Yes Motion: Mitzi. 2 nd : Jen	Motion carried
Action Item: Vote and Approve deposits	Approve 17 deposits in the amount of \$14160.11. All in Favor? Yes Motion: Mitzi. 2 nd : Jen	Motion carried
Error! Reference source not found.	Monthly gift to school: \$300 All in Favor? Yes Motion: Mitzi. 2 nd : Lainie	Motion carried
NEW BUSINESS		
	Lainie interested to help move Hot Lunch to an online system	
Fundraising opportunity	Sell Earthquake Readiness kits at a discount to the families. Example: Ready America	
ONGOING BUSINESS		
	None	
ADJOURNMENT		
Next Meeting	Click here to enter a date.	