



**MCN Executive Board Meeting**  
**Date: 5/3/17**  
**Location: Multi-Purpose Room, 6:00pm**

**I. OFFICIAL OPENING OF MEETING**

- A. Call to order
- B. Establishment of quorum

**II. APPROVAL OF THE MINUTES & PRESIDENTS WELCOME**

- A. **Action Item:** Approve minutes from April Executive Board Meeting
- B. Presidents Welcome

**III. REPORTS OF OFFICERS**

- A. Executive/Assistant Director
- B. MATES Board Member
- C. Staff
- D. Communications
- E. Auditor
- F. Parliamentarian
- G. Programs
- H. Fundraising
- I. Head Room Representative
- J. President's Report
  - a. **Action item:** Recommend to approve Gift to School Computer Cart and Computer Set at \$XXX

**V. FINANCIAL**

- A. **Action Item:** Recommend to approve April checks and withdrawals
- B. **Action Item:** Recommend to approve deposits
- C. **Action Item:** Recommend to approve adding check viewing feature on Wells Fargo account
- D. **Action Item:** Recommend to approve Quickbooks upgrade
- E. **Action Item:** Recommend to approve amended budget
- F. **Action Item:** Release of funds
  - a. Monthly Gift to School - \$300.00
  - b. Book Fair - \$XXX
  - c. All Gift to School approved items

**VI. NEW BUSINESS**

- A. **Action Item:** Recommend to approve gift to school \$XXX for "MPR upgrade" paint and back curtains
- B. **Action Item:** Recommend to approve Gift to School Staff Lounge Remodel \$XXX

**VII. ONGOING BUSINESS**



## VIII. ADJOURNMENT