



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