



Meeting Minutes 2015/2016, MATES Community Network - MCN

Date – Location	February 10, 2015 – MATES Multipurpose Room	
Meeting Called to Order by	Divo Denove	
Time	5:40 pm	
Attendance Present	Co-Organizational Presidents: Divo Denove/Brenda Miller; Asst. Dir. Admin. Liaison: Kristin Walker; Auditor: Susan McGillivray; Co-Fundraising Coordinators/2nd VP: Kristin Jensen, Rachelle Llacar; Co-Parliamentarians: Christine Evangelista, Melanie Justice; Room Rep Coordinator: Nadia Foster; Co-Secretary: Lisa Humphries; Staff Representative: Jessica Lara; Treasurer: Ruth Shramek; Staff Representative: Kristi Klingerman	
Absent	Executive Director: Brenda Priske; MATES Board Liaison: Barbara Bracco Sipes; Co-Program Coordinators/1st VP: Tracy Kitzman, Jenifer Ludwick; Co-Secretary: Dawn LaGuardia; Financial Secretary: Ashley Carson; Communications: Karen Gauthier	
Guests	Barbara Impellizzeri	
Agenda Item	Discussion/Recommendations	Next Steps/Status
Move amend agenda	❖ Motion to move “Action Items” up to agenda item IV and “Financial Report” up to agenda item V.	Motion approved
Approve prior minutes	❖ Motion to approve the minutes from the January 13, 2016 MCN meeting.	Motion approved
	❖ Motion to approve the minutes from the January 25, 2016 Special MCN meeting.	Motion approved
	❖ Motion to approve the minutes from the January 28, 2016 MCN General Membership meeting.	Motion approved
Presidents Welcome and Guest Presentation		
Presidents	Brenda Miller welcomed Barbara from the Beautification Committee.	
Beautification Committee	<p>Barbara Impellizzeri presented on the behalf of the Beautification Committee (Brenda Miller is on the committee and Frank LaGuardia is a faculty sponsor).</p> <p>Thank you to those that come to work days to clean up the campus! Past projects have included washing windows and walls and general campus clean-ups, but they would like to think more broadly about the appearance of the school, and promoting students’ school pride and enjoyment of their school campus (eg, the Girl Scouts are making “friendship” benches for the school).</p>	



Meeting Minutes 2015/2016, MATES Community Network - MCN

	<p>A presentation was given summarizing some of the committee's ideas for the year:</p> <ol style="list-style-type: none"> a. Let's bring art onto our campus (perhaps with a mural). b. Find ways to add color and life to areas student frequent most by refreshing run-down areas and/or adding murals, banners, flowers. c. Overall project asks: <ol style="list-style-type: none"> a. Front entrance – coordinate plants on sides of driveway, welcoming entrance, paint “Distinguished School” mural on wall. <ul style="list-style-type: none"> - Also clean-up side entrance by YMCA b. Privacy fencing – fake ivy or banners to promote school spirit while covering unsightly storage yard. c. Landscaping – annual maintenance of plants, aerate and seed lawns each summer. d. Incorporate art – murals or a Sound Garden. e. MATES City Park – revamp the area around the chess set as the dirt turns muddy in the rain; keep the area usable year-round with artificial turf or poured concrete. f. Bring life to the quad – artwork on the wall to promote the arts and sciences. g. Estimated cost to complete these items is \$20,000-30,000 (see presentation for details). <p>Current ask from the committee is for the “Planter Project”:</p> <ol style="list-style-type: none"> a. 24 pots put some plants around campus and have the students take ownership of their care (water and care for plants). Mr. Fiss offered to collect and care for plants in the summer. b. Paint basketball hoops to brighten-up the back boards. c. Estimated cost for these two asks = \$3325.00 	
<p>Reports of Officers</p>		
<p>Presidents</p>	<p>Brenda Miller reported that the district gave approval to remove the kitchen equipment in the small room off the MPR so that it can serve additional functions. Also, permission given to use the space around the MCN marketplace as a display board.</p> <p>The Winter Gallery was fantastic and well run. Thank you to the team for such great leadership!</p> <p>Preparations for the School Dance and Road Trip are underway!</p> <p>Running club would like to give kids rewards over the next weeks and show mileage achieved and pictures on the board. They are also thinking of adding a plaque with kids' names.</p>	



Meeting Minutes 2015/2016, MATES Community Network - MCN

	The new sound system on the track has been great and the kids are enjoying it – they have noticed that the music helps with energy and enthusiasm!	
Financial		
Monthly Update	<p>Ruth Shramek reported:</p> <ol style="list-style-type: none"> a. Ratify checks <ol style="list-style-type: none"> a. December 2015 checks #1142-1149, 1 in-branch withdrawal (for Holiday Boutique cash box), and 9 online payments in the amount of \$7,020.51. b. January 2016 checks #1450-1453, plus 3 online payments in the amount of \$1,928.71. b. Action Item: Motion to release funds for the Wish List Beautification Planter Project in the amount of \$3500.00. c. Action Item: Motion to release funds for Staff Appreciation Week in the amount of \$250.00. d. A penalty is being incurred when funds go below \$500.00 in the savings account; therefore, monies were added to keep the funds above the minimum required amount. e. The laptop was updated to Windows 10 and Quick Books upgrade notifications are now being received. Because the program is currently working, no action will be taken at this time; however, the will situation will be monitored. 	<p>Motion approved</p> <p>Motion approved</p>
Reports of Officers		
Executive / Assistant Directors	<p>Kristin Walker:</p> <ol style="list-style-type: none"> a. Winter Art Gallery was very nice and well-attended. Good communication helped with awareness of all the activities. b. Looking forward to the School Dance and Road Trip night! The teacher’s would like clarity on what their role. c. Another parent empowerment night is planned for the 18th. The topic will be “Enhancing Communication for Academic Success.” 	
Staff	<p>Jessica Lara:</p> <ol style="list-style-type: none"> a. Thank you for all the hard work at the Winter Art Gallery, it was really nice! b. The staff is looking forward to School Dance and Road Trip <ol style="list-style-type: none"> a. For the MATES Benefit Dinner, we will again be covering the cost of tickets for teachers and the office staff (Brenda P., Kristen W., Renee, and Gigi) via sponsorship from parents. Teachers and staff will need to pay for their dates however. Depending on the volume of sponsorship, we may be able to cover the cost of specialists and other staff also. 	
MATES Board Member		



Meeting Minutes 2015/2016, MATES Community Network - MCN

<p>Fundraiser Coordinator</p>	<p>Rachelle Llacar:</p> <ul style="list-style-type: none"> a. Car Wash fundraiser update <ul style="list-style-type: none"> a. The program has changed such that: vouchers must be bought in blocks of 100 at \$16.99 each and they must be sold for no less than \$16.99 each, and 50% will be reimbursed, but only after the sale. b. The revised program is more like scrip and MCN families may no longer be incentivized to purchase these tickets; therefore, MCN will no longer be pursuing the Car Wash ticket sales. c. It is our understanding that tickets purchased under the previous plan will be honored. <p>Christine Evangelista:</p> <ul style="list-style-type: none"> a. Invitations were sent out today in the Wednesday folders for the MATES Benefit Dinner. The Online auction will go live tomorrow, February 11-21. <ul style="list-style-type: none"> a. Christine Evangelista's brother, Johann Chuckaree, a musician, is being discussed as a possibility to provide entertainment (steelpan) at the beginning of the Benefit Dinner for about an hour before the DJ begins. 	
<p>Parliamentarian</p>	<p>Melanie Justice and Christine Evangelista:</p> <ul style="list-style-type: none"> a. Presentation of slate for 2016-17 MCN Executive Board <ul style="list-style-type: none"> a. Co-Presidents: Brenda Miller and Ruth Shramek b. Co-Secretaries: Lisa Humphries and Rachelle Llacar c. Treasurer: Mitzi Ward d. Financial Secretary: Kristine Jensen e. Auditor: Melanie Herrera f. Co-Parliamentarians: Christine Evangelista and Chakameh Azimpour g. Fundraising Co-Chairs: TBD h. Programs Co-Chairs: TBD i. Room Representative: Nadia Foster j. Communications: Karen Gauthier k. MATES Board Liaison: To be appointed l. Staff Representative(s): To be appointed <p>Motion to approve the slate for the 2016-17 MCN Executive Board.</p>	<p>Motion Approved</p>
<p>Program Coordinators</p>		
<p>Head Room Representative</p>	<p>Nadia Foster:</p> <ul style="list-style-type: none"> a. No updates to report. 	
<p>Communications Representative</p>		



Meeting Minutes 2015/2016, MATES Community Network - MCN

Additional Financial		
Auditor	Susan McGillivray: a. No updates to report	
New Business		
Discuss Full Beautification Presentation	<p>The MCN agreed that the project represents an exciting opportunity for the school.</p> <p>a. Grants (up to 40K) to bring creativity to schools may be available to help fund the project.</p> <p>b. Considerations must be made regarding the long-term maintenance of any new landscaping that is not covered by groundskeepers. Possible sponsorship opportunity (eg, Elegant nursery)?</p> <p>c. Is there a priority regarding the proposed plans?</p> <ul style="list-style-type: none"> - Front entrance (including the side entrance for the YMCA) is important. This area provides the first impression and some people are not sure where the front door to the school is. <ul style="list-style-type: none"> o The driveway would be a separate project - Refresh the muddy chess area - Art components, such as a mural or artwork inside the auditorium ("Heart of an Eagle") or exterior courtyard (see presentation for details on cost estimates). Opportunity for grant support of these projects. <p>d. Next steps</p> <ul style="list-style-type: none"> - Beautification Committee to gather ideas for the murals. - For front entrance, look into approvals and opportunities for company-sponsorships and/or donations. 	
Action Items:	<p>Recommendation to schedule the next General Membership Meeting for Board elections on March 11, 2016 at 8:15am.</p> <p>Recommendation to approve release of \$3500 for Beautification Committee (Work Day and Planter Project).</p>	<p>Motion approved</p> <p>Motion approved</p>
Old Business		
None		
Next Meeting	March 9, 2016 @ 5:30 pm	

Meeting Adjourned At: 06:53 pm

Minutes Compiled By: Lisa Humphries