



MATES Community Network (MCN)

2000 La Granada Dr. Thousand Oaks, CA 91362

MCN Executive Board Meeting
Date: September 9, 2020; Time: 6:30 pm
Location: Zoom

ATTENDANCE		
Present: President: Alison Roelke, Megan Lark Programs: Lainie Donnell Fundraising: Tamara Summers, Bre Christie Communications: Nadia Hefni Foster, Melanie Herrera Treasurer: Adrienne Bogdanowicz Financial Secretary: Stacey Foster Auditor: Ruth Shramek Secretary: Tamara Domingo Parliamentarian: Lisa Hillman Volunteer Coordinator: Chelsea Goldenberg Executive Director: Brenda Olshever Assistant Director: Kristen Walker MATES Board Member: Megan Winter		Absent: Teacher Representative: Denise Bain
Agenda Item	Discussion/Recommendations	Status
I. OFFICIAL OPENING OF THE MEETING		
A. Call to order B. Establishment of Quorum C. Mission Statement	<ul style="list-style-type: none">• By Alison at 6:36 pm• Yes• Read	
II. APPROVAL OF THE MINUTES		
A. Action Item: Vote to approve minutes from July 8, 2020 MCN Executive Board Meeting	<ul style="list-style-type: none">• No discussion	Motion Carried/Approved
III. FINANCIAL		
A. Action Item: Vote to approve July 2020 checks totaling \$1,106.57	<ul style="list-style-type: none">• No discussion	Motion Carried/Approved
B. Action Item: Vote to approve July 2020 deposits \$2,868.45	<ul style="list-style-type: none">• No discussion	Motion Carried/Approved
C. Action Item: Vote to release funds <ul style="list-style-type: none">i. Monthly cash gift to school \$300	<ul style="list-style-type: none">• No discussion	Motion Carried/Approved

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<p>D. Action item: Add an agenda item to release funds for gift to school teacher supplies in the amount of \$10,450.</p> <p>E. Action item: Vote to release funds for gift to school teacher supplies in the amount of \$10,450.</p>	<ul style="list-style-type: none"> No discussion No discussion 	<p>Motion Carried/Approved</p> <p>Motion Carried/Approved</p>
IV. REPORT OF OFFICERS		
A. President	<ul style="list-style-type: none"> Discussion about marketplace. Next will be October 3rd. 	
B. Executive/Assistant Director	<ul style="list-style-type: none"> Volunteer orientation Thanks from Dr. Walker to all board members 	
C. MATES Board Member	<ul style="list-style-type: none"> Waiver will be discussed at the next board meeting 9/21/2020 	
D. Staff	<ul style="list-style-type: none"> N/A 	
E. Communications	<ul style="list-style-type: none"> MCN flyer process 	
F. Auditor	<ul style="list-style-type: none"> N/A 	
G. Parliamentarian	<ul style="list-style-type: none"> N/A 	
H. Programs	<ul style="list-style-type: none"> Follow up on drive-in movie event Update on Katie Hurley event coming up 	
I. Fundraising	<ul style="list-style-type: none"> Still looking for Sponsors Discussed direct donation status Placed magnet order Family photo day discussion 	
J. Volunteer Coordinator	<ul style="list-style-type: none"> Update on room parent meeting 	
V. NEW BUSINESS		
	<ul style="list-style-type: none"> None 	
VI. ONGOING BUSINESS		

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	<ul style="list-style-type: none">• None	
VII. ADJOURNMENT		
Meeting Adjourned	<ul style="list-style-type: none">• 8:11 pm	
Minutes Complied by	<ul style="list-style-type: none">• Tamara Domingo	

DRAFT

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