



Executive Board Meeting

Date: October 12, 2022; Time: 6.30 pm

Locations: MATES

I. OFFICIAL OPENING OF MEETING

- A. Call to Order
- B. Establishment of Quorum
- C. Mission Statement

The purposes of this corporation are to provide the following at MATES, in collaboration with the MATES' Administration and Board of Directors:

- Encourage a sense of community between students, families and school.
- Provide enrichment of students' educational experiences through programs and events.
- Raise funds to support the educational mission and goals of MATES.
- Support the teachers and staff through needed purchases.
- Promote and encourage community service among the students and families through school-wide and community-wide projects and activities.

II. APPROVAL OF THE MINUTES

- A. Action Item: Vote to approve minutes from the September 14, 2022 MCN Executive Board Meeting

III. FINANCIAL

- A. Action Item: Vote to approve September 2022 payments totaling \$23,607.68
- B. Action Item: Vote to approve September 2022 deposits totaling \$54,837.48

IV. REPORTS OF OFFICERS

- A. Presidents' Report
 - i. Action Item: Vote to release \$300 monthly cash gift to school
- B. Executive/Assistant Director
- C. MATES Board Member
- D. Staff
- E. Communications
 - i. Event Marketing plan
- F. Auditor
 - i. Audit Report
- G. Parliamentarian
- H. Programs
 - i. Action Item: Vote to approve contract and invoice for Family Dance entertainment company.



- ii. Family Dance updates
 - iii. Movie Night updates
- I. Fundraising
 - i. Sponsorship recap
 - ii. Restaurant Night results
 - iii. Fun Run
 - iv. Photo Days
- J. Volunteer Coordinator
- K. PR/Social Media
 - i. Identify which events for alumni inclusion
 - ii. Social media needs for programs and events
 - iii. Sponsorship
- V. NEW BUSINESS
- VI. ONGOING BUSINESS
- VII. ADJOURNMENT