



Executive Board Meeting
Date: July 6, 2022; Time: 6:30 pm
Location: Cisco's Restaurant

ATTENDANCE		
Present:		Absent:
President: Stacey Foster, Margie Moreno Secretary: Andrea Iranpour, Carolina Benavidas Auditor: Bing Xu Liu Assistant Director: Kristen Walker Fundraising: Gabby Shibel Financial Secretary: Robert Wain-Ku Programs Coordinators: Chelsea Goldenberg, Val Imbriale PR/Social: Nadia Hefni-Foster		Executive Director: Brenda Olshever Teacher Representative: Denise Bain Technical Advisor: Janey Choplins Communications: Candice Santos, Caitlin Shrum Parliamentarian: Tamara Summers Treasurer: Jamie Garnett Sheehan Volunteer Coordinator: Melanie Herrera, Veronica Shuler Fundraising: Arezou Zaidi MATES Board Member: TBD
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 Stacey Foster at 6.41 pm• Yes• Read	
II. APPROVAL OF THE MINUTES		
A. Action Item: Vote to approve minutes from June 8, 2022 MCN Executive Board Meeting	<ul style="list-style-type: none">• No discussion	Motion Carried/Approved
III. FINANCIAL		
A. Action Item: Vote to approve June 2022 payments totaling \$ 53,984.28 B. Action Item: Vote to approve June 2022 deposits totaling \$ 12,923.14	<ul style="list-style-type: none">• No discussion• No discussion	Motion Carried/Approved Motion Carried/Approved
IV. REPORT OF OFFICERS		
A. President	<ul style="list-style-type: none">• Standing Rules presented. -Only change from prior version: Allowing payment of contracts	



MATES Community Network (MCN)

	<p>2000 La Granada Dr. Thousand Oaks, CA 91362</p> <ul style="list-style-type: none">outside of fiscal year.• Appointment of Tamara Summers to Parliamentarian• Back to School Bash: Giveaways:<ul style="list-style-type: none">---Will be doing bags.-Gravers will provide water bottles.-Melgar family wants to do another promotional item – TBD.-Will set up a day to set up a day to stuff the bags.-Handout to include: Welcome letter, fundraising sponsorship packet• 1st Day of School supplies: 121 kits sold• Kinder Round Up: Aug. 11. Need volunteer sign ups. Will send out Sign Up Genius. May need help with Marketplace on that day.• Monthly MCN booth:<ul style="list-style-type: none">-Focus on volunteers – ask for signups at the booth closer to the dates of events. Piggyback on YMCA or Marketplace (who is already there)-Use MCN table skirt-Rolling out white board and outline the next 3 months of event they can help with.• Google Drive & Slack update:<ul style="list-style-type: none">-Moxtra gone in Dec.-Utilize Google Drive for Primary Binder folders/docs.	
B. Executive/Assistant Director	<ul style="list-style-type: none">• Excited for the upcoming year.	
C. MATES Board Member	<ul style="list-style-type: none">• N/A	
D. Staff	<ul style="list-style-type: none">• N/A	
E. Communications	<ul style="list-style-type: none">• N/A	
F. Auditor	<ul style="list-style-type: none">• Will work on Jan-June audit.	
A. Parliamentarian	<ul style="list-style-type: none">• N/A	
B. Programs	<ul style="list-style-type: none">• Parent Welcome Back social - Been reaching out to locations to host.	



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	<ul style="list-style-type: none">• Starting to reach out to potential speakers for assemblies.• Encourage MCN presence at events to reflect a cohesive group (ie, wear your MCN shirt).	
C. Fundraising	<ul style="list-style-type: none">• Busy planning and looking for ideas.• Direct Donation giveaway - have restrictions on giveaway gifts (\$50 or 2%). Full year calendar with kid photos.• Benefit dinner: Will be Fri, May 12. Going back to Spanish Hills.• Art at Lunch shirts: Need to have an order of 15 to place the order. Will send for initial orders to MCN. <p>Action Item: Vote to approve Benefit Dinner contract for Spanish Hills.</p> <ul style="list-style-type: none">• No discussion, approved	Motion Carried/Approved
D. Volunteer Coordinator	<ul style="list-style-type: none">• Park play dates for mentors: July 31, Aug. 14• If you agreed to be a mentor they will be matched up with your mentee.	
E. PR/Social	<ul style="list-style-type: none">• Add BCBE board to announcements	
V. NEW BUSINESS		
	<ul style="list-style-type: none">• None	
VI. ONGOING BUSINESS		
	<ul style="list-style-type: none">• None	
VII. ADJOURNMENT		
Meeting Adjourned	<ul style="list-style-type: none">• 7:34 pm	
Minutes Complied by	<ul style="list-style-type: none">• Andrea Iranpour	