



Executive Board Meeting
Date: August 10, 2022; Time: 6:30 pm
Location: MATES

ATTENDANCE		
Present:	Absent:	
President: Margie Moreno Secretary: Carolina Benavidas Auditor: Bing Xu Liu Assistant Director: Kristen Walker Fundraising: Gabby Shibel Communications: Candice Santos Programs Coordinators: Chelsea Goldenberg Financial Secretary: Robert Wain-Ku Parliamentarian: Tamara Summers Treasurer: Jamie Garnett Sheehan Volunteer Coordinator: Melanie Herrera PR/Social: Nadia Hefni-Foster	Executive Director: Brenda Olshever President: Stacey Foster Secretary: Andrea Iranpour Teacher Representative: Denise Bain Technical Advisor: Janey Choplins Communications: Caitlin Shrum Programs Coordinators: Val Imbriale Volunteer Coordinator: 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 Margie Moreno at 6:33 pm• Yes• Read	
II. APPROVAL OF THE MINUTES		
A. Action Item: Vote to approve minutes from July 6, 2022 MCN Executive Board Meeting	<ul style="list-style-type: none">• No discussion	Motion Carried/Approved
III. FINANCIAL		
A. Action Item: Vote to approve August 2022 payments totaling \$2,996.20 B. Action Item: Vote to approve August 2022 deposits totaling \$391.25 C. Discuss updates of signatories to MCN bank account. Action Item: Vote to approve removal of former MCN members and add new members: Remove: Megan Lark	<ul style="list-style-type: none">• No discussion• No discussion• Updated signers discussed	Motion Carried/Approved Motion Carried/Approved Motion Carried/Approved



MATES Community Network (MCN)

Ruth
Miranda
Amanda Lelouie

Add new signers:
Chelsea Goldenberg
Val Imbriale

Existing signers remain as-is:
Margie Moreno
Jamie Garnett
Stacey Foster

2000 La Granada Dr. Thousand Oaks, CA 91362

IV. REPORT OF OFFICERS

A. President	<ul style="list-style-type: none">• No discussion	Motion Carried/Approved
B. Executive/Assistant Director	<ul style="list-style-type: none">• Kinder Round Up will take place on Aug. 11. Marketplace will be present.• Board of Directors retreat will take place on 8/14/22 to discuss governance and strategies.• Teachers and staff luncheon on 8/19.• Back to School Bash on 8/21.• Back to School Night on 9/8.• Volunteer Orientation on 9/8.• Looking for a Campus Supervisor for lunch time.• MCN donation was used for: agendas for upper grade students, computer land and art room needs, and new flags.	
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">• Yearbook overview: pricing and set up. -Consider funding to pay for yearbook staff. Add \$3 to all book purchases.	



MATES Community Network (MCN)

	<ul style="list-style-type: none">• New 2000 La Granada Dr. Thousand Oaks, CA 91362 messaging platform: Parent Square• Possibility of stopping all-calls within the first semester.• Continue with e-folder.	
F. Auditor	<ul style="list-style-type: none">• No updates	
G. Parliamentarian	<ul style="list-style-type: none">• No updates	
H. Programs Action Item: Vote to approve contract for student assembly speaker. (Potential that final price may be adjusted – up to \$4,000 total).	<ul style="list-style-type: none">• Boo Hoo/Ya Hoo on first day of school will have coffee and treat booth.• Parent Welcome Social planner for Sept. 12.• Student assembly speaker. scheduled for Oct. 6 – Todd Wiess.• Parent Empowerment speaker. scheduled for Nov. 10 – Lori Getz.• No discussion	Motion Carried/Approved
I. Fundraising Action Item: Vote to approve Apex Fun Run contract for 2022-2023	<ul style="list-style-type: none">• Sponsor packages/Direct Donation• Keep parents better informed of how donations are being used.• Apex Fun Run• No discussion, approved	Motion Carried/Approved
J. Volunteer Coordinator	<ul style="list-style-type: none">• Park play dates July 31, Aug. 14 at Old Meadows park.• A bar code will be utilized to sign up for all volunteer opportunities. Will have for Kindergarten Round Up and Back to School Bash.	
K. PR/Social	<ul style="list-style-type: none">• MCN will continue to build Instagram and Facebook with the addition of photos.• Will start a monthly social medial information section to inform parents of how their donations are being used.	
V. NEW BUSINESS		



MATES Community Network (MCN)

2000 La Granada Dr. Thousand Oaks, CA 91362

- None

VI. ONGOING BUSINESS

- None

VII. ADJOURNMENT

Meeting Adjourned

- 8.06 pm

Minutes Complied by

- Carolina Herrera