



MCN

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

| ATTENDANCE | | |
|---|--|-------------------------|
| Present: 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 | Absent: Executive Director: Brenda Olshever President: Stacey Foster Secretary: Andrea Iranpour Teacher Representative: Denise Bain Technical Advisor: Janey Choplin 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 | <ul style="list-style-type: none"> No discussion | Motion Carried/Approved |
| B. Action Item: Vote to approve August 2022 deposits totaling \$391.25 | <ul style="list-style-type: none"> No discussion | Motion Carried/Approved |
| 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 Leark | <ul style="list-style-type: none"> Updated signers discussed | Motion Carried/Approved |



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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

A. Action Item: Vote to approve use of MCN funds to purchase MCN table cover for booth at events.

- No discussion

Motion
Carried/Approved

B. Executive/Assistant Director

- 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

- N/A

D. Staff

- N/A

E. Communications

- Yearbook overview: pricing and set up.
-Consider funding to pay for yearbook staff. Add \$3 to all book purchases.



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| | | |
|---|---|-------------------------|
| | <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 media information section to inform parents of how their donations are being used. | |
| V. NEW BUSINESS | | |



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- None

VI. ONGOING BUSINESS

- None

VII. ADJOURNMENT

Meeting Adjourned

- 8.06 pm

Minutes Complied by

- Carolina Herrera