



# MATES Community Network (MCN)

**MCN Executive Board Meeting**  
**Date: January 12, 2022; Time: 6:30pm**  
**Location: Zoom**

| ATTENDANCE  |  |                             |
|---|--|-----------------------------|
| <b>Present:</b><br>President: Stacey Foster<br>President: Megan Lark<br>Fundraising: Gabby Shibel<br>Communications: Nadia Hefni Foster<br>Treasurer: Jamie Garnett Sheehan<br>Financial Secretary: Candice Santos<br>Secretary: Andrea Iranpour, Alison Roelke<br>Assistant Director: Kristen Walker<br>Teacher Representative: Denise Bain<br>Programs: Margie Moreno, Amanda DeLouie<br>Technical Advisor: Janey Choplin<br>Board Member: Kerri Graver | <b>Absent:</b><br>Communications: Melanie Herrera<br>Executive Director: Brenda Olshever<br>Fundraising: Chelsea Goldenberg<br>Parliamentarian: Tamara Summers<br>Auditor: Ruth Shramek<br>Volunteer Coordinator: Lainie Donnell |                             |
| Agenda Item   | Discussion/Recommendations   | Status                      |
| <b>I. OFFICIAL OPENING OF THE MEETING</b>   |  |                             |
| A. Call to order  | • By Stacey Foster at 6.39 pm  |                             |
| B. Establishment of Quorum  | • Yes  |                             |
| C. Mission Statement  | • Read   |                             |
| <b>II. APPROVAL OF THE MINUTES</b>  |  |                             |
| A. <b>Action Item:</b> Vote to approve minutes from Dec 8, 2021 MCN Executive Board Meeting   | • No discussion  | Motion Carried/<br>Approved |
| <b>III. FINANCIAL</b>   |  |                             |
| A. Action Item: Vote to approve December 2021 payments totaling \$16,457.83   | • No discussion  | Motion Carried/<br>Approved |
| B. Action Item: Vote to approve October 2021 deposits totaling \$2,687.19   | • No discussion<br><br>• Will move forward with new CPA that Jamie vetted.   | Motion Carried/<br>Approved |

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**web:** [MatesMCN.net](http://MatesMCN.net)

**fb:** [facebook.com/MatesCommunityNetwork](https://facebook.com/MatesCommunityNetwork)

**mail:** [hello@matesmcn.net](mailto:hello@matesmcn.net)



#### IV. REPORT OF OFFICERS

|  |   |   |                          |
|--|---|---|--------------------------|
| <b>A. President</b>  |   |   |                          |
|  |   | 2000 La Granada Dr. Thousand Oaks, CA 91362   |                          |
| i. Action Item: Vote to release funds to school of \$15,000 for laptops and \$9,000 for touch screens. | • No discussion   |   | Motion Carried/ Approved |
| ii. Action Item: Vote to release monthly fund of \$300 to school.                                      | • No discussion   |   | Motion Carried/ Approved |
| <b>B. Executive/Assistant Director</b>   |   |   |                          |
|  |   | <ul style="list-style-type: none"> <li>• Thank you for tech gift.</li> <li>• Art Gallery update: possible date of Feb. 10 – tentative pending weather and Covid. Will update flyer with “postponed” and will confirm as we get closer.</li> <li>• Staff working hard on Covid testing, tracing, managing, etc.</li> </ul> |                          |
| <b>C. MATES Board Member: Kerri Graver</b>   |   | • No new updates.   |                          |
| <b>D. Staff</b>  |   | • Teachers were very excited about receiving the class Fund Run   |                          |
| <b>E. Communications</b>   |   | • Everything running smoothly, status quo.  |                          |
| <b>F. Auditor</b>  |   | • N/A   |                          |
| <b>G. Parliamentarian</b>  |   | • N/A   |                          |
| <b>H. Programs</b>   |   |   |                          |
| i. Event Updates   | <ul style="list-style-type: none"> <li>• STEAM Day coming up on Feb. 26</li> <li>• Winter Art Gallery TBD per above.</li> <li>• International Night coming up on March 31.</li> </ul> |   |                          |
| <b>I. Fundraising</b>  |   |   |                          |
| i. General Updates   | • Kinder family kids clothing business would give back 20% to MATES, upon purchase. Promote in Wednesday folder.  |   |                          |

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J. Volunteer Coordinator

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- Email sent out to Room Parents regarding International Night and Winter Art Gallery.

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### V. NEW BUSINESS

- None

### VI. ONGOING BUSINESS

- None

### VII. ADJOURNMENT

Meeting Adjourned

- 7.11 pm

Minutes Compiled by

- Andrea Iranpour

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