



MCN Executive Board Meeting

Date: April 13, 2022; Time: 6:30 pm

2000 Lop Granada Dr. Thousand Oaks, CA 91362

Location: MPR

ATTENDANCE

Present:

President: Stacey Foster
President: Megan Lark
Communications: Melanie Herrera
Communications: Nadia Hefni Foster
Assistant Director: Kristen Walker
Programs: Margie Moreno
Parliamentarian: Tamara Summers
Secretary: Andrea Iranpour
Teacher Representative: Denise Bain
Fundraising: Chelsea Goldenberg
Fundraising: Gabby Shibel
Treasurer: Jamie Garnett Sheehan
Financial Secretary: Candice Santos
Volunteer Coordinator: Lainie Donnell
Technical Advisor: Janey Choplins

Absent:

Secretary: Alison Roelke
Auditor: Ruth Shramek
Programs: Amanda LeLouie
Executive Director: Brenda Olshever
MATES Board Member: Kerri Graver

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 6:32 pm• Yes• Read	
II. APPROVAL OF THE MINUTES		
A. Action Item: Vote to approve minutes from March 9, 2022 MCN Executive Board Meeting B. Action Item: Vote to approve minutes from March 31, 2022 MCN special meeting. C.	<ul style="list-style-type: none">• No discussion• No discussion	<p>Motion Carried/ Approved</p> <p>Motion Carried/ Approved</p>
III. FINANCIAL		

MCN: MATES Community Network is the MATES support organization. It was created by parents, staff, administration, and community members to further the MATES Charter and programs to serve our students!

web: MatesMCN.net

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MATES Community Network (MCN)

A. Action Item: Vote to approve March 2022 payments totaling \$997.95	<ul style="list-style-type: none"> No discussion 	Motion Carried/Approved
B. Action Item: Vote to approve March 2022 deposits totaling \$2,926.64	<ul style="list-style-type: none"> No discussion 	Motion Carried/Approved
C. Action Item: Vote to release funds <ul style="list-style-type: none"> Monthly cash gift to school \$300 	<ul style="list-style-type: none"> No discussion 	Motion Carried/Approved
D. Action Item: Motion to amend agenda – in-Name donation to MATES on behalf of the Bongiovani/Nygren Family \$540 to include the approval of giving tickets to the MATES Benefit Dinner.	<ul style="list-style-type: none"> Discussion: The purpose of the Benefit Dinner is a fundraiser. Donations are made without expectation of any type of reciprocation. 	Motion Failed/Not Approved
E. Action Item: Vote to approve release of funds of \$2,582.53 to MATES on behalf of Bongiovanni from MCN directly to MATES.	<ul style="list-style-type: none"> No discussion 	Motion Carried/Approved
F. Action Item: Vote to release funds <ul style="list-style-type: none"> School Wishlist items of: <ul style="list-style-type: none"> New Lighting Board: \$4,530 New sound board - up to \$6,299 3 teacher laptops - \$6,000 2 Network switches - \$14,000 Total: \$30,829.00	<ul style="list-style-type: none"> Discussion: We have accounted for all the upcoming cost needs, plus will have funds from Benefit Dinner tix that have not yet posted and Auction items. 	Motion Carried/Approved

IV. REPORT OF OFFICERS

A. President	<ul style="list-style-type: none"> Welcome new committee members. 	
B. Executive/Assistant Director	<ul style="list-style-type: none"> International Night was very special. Families loved the event, great for new families to see what it is all about. Power Empowerment speaker was great. Gained a lot of insight. Looking forward to Benefit Dinner. Reminded staff about it. Lottery took place. Classroom based program is full but PLP has spots available. Have Programmatic Audit on April 25 at 6pm at VCOE office. Not a Renewal year but still present testing, finance, program updates. Plays are back! Looking forward to Spring Break. 	

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C. MATES Board Member

MATES Community Network (MCN)

• N/A

D. Staff

- 2000 La Granada Dr. Thousand Oaks, CA 91362
- Getting ready for State testing.
- Teachers are excited about Benefit Dinne.

E. Communications

- Working on end of year survey.
- End of Year video: would be good to show photos of Wish List items that were purchased through MCN funds.
- Yearbook: putting pages together. Need more dance and PE pictures. A few more teacher pictures needed.
- Will start to tease Auction items soon.

F. Auditor

- Via Stacey: Working on Audit. Will have it done by next meeting.

A. Parliamentarian

- No updates.

B. Programs

International Night:

- Will need to someone to take the lead for next year. Need to commit the next person now.
- Because of increased number of booths, will need to look at budget for next year – will need to increase.
- Featured in the Acorn.

Parent Empowerment/Assembly:

27 RSVPs, 22 in attendance.

- Large range of fees for speakers.
- Lori Guest – book her as soon as possible for next year.
- Let's invite all Charter schools in the future. Create a list of contacts.
- May want to look at splitting the cost with another school for the higher cost speakers.

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C. Fundraising

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	<ul style="list-style-type: none">• Tickets sales are the highest it's ever been! 250 capacity.• All dining is going to be outside due to 2000+ guests Granada Dr. Thousand Oaks, CA 91362• Price per table has increased – for teacher tables, only have 2 sponsors. So will promote sponsoring an individual staff member. Families that made the contribution will be promoted on table.• Auction goes live April 25.• TBD – Basket Making Day needed?• No discussion• No discussion• No discussion• No discussion	Motion Carried/ Approved
A.	Action Item: Vote to amend agenda: Increase budget for additional 75 tickets - from \$2,000 to \$6,000	Motion Carried/ Approved
B.	Action Item: Vote to increase Benefit Dinner budget by \$6,000	Motion Carried/ Approved
C.	Action Item: Vote to amend agenda: Approval of contract for 12 heaters for \$1,777.21	Motion Carried/ Approved
D.	Action Item: Vote to approve contract for heaters.	Motion Carried/ Approved

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E. Volunteer Coordinator MATES Community Network (MCN)

- Plan to meet with new Coordinators. Go over communication – need the MCN Coordinator to get the MCN info to everyone versus through Room Moms.
- Open House – be ready to promote all the events and how to promote sign ups.

2009-10 MCN info
to Thousand Oaks, CA 91362

V. NEW BUSINESS

- None

VI. ONGOING BUSINESS

- None

VII. ADJOURNMENT

Meeting Adjourned

- 7.53 pm

Minutes Complied by

- Andrea Iranpour

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