



MATES Community Network (MCN)

MCN Executive Board Meeting
Date: October 13, 2021; Time: 6:30pm
Location:MPR
 2000 La Granada Dr. Thousand Oaks, CA 91362

ATTENDANCE		
Present: President: Stacey Foster Fundraising: Chelsea Goldenberg, Gabby Shibel Communications: Melanie Herrera Treasurer: Jamie Garnett Sheehan Secretary: Alison Roelke, Andrea Iranpour Auditor: Ruth Shramek Assistant Director: Kristen Walker Teacher Representative: Denise Bain Programs: Margie Moreno Technical Advisor: Janey Choplin		Absent: MATES Board Member: Programs: Amanda LeLouie Communications: Nadia Hefni Foster President: Megan Lark Parliamentarian: Tamara Summers Executive Director: Brenda Olshever Financial Secretary: Candice Santos Volunteer Coordinator: Lainie Donnell
Agenda Item	Discussion/Recommendations	Status
I. OFFICIAL OPENING OF THE MEETING		
A. Call to order	• By Stacey Foster at 6.33 pm	
B. Establishment of Quorum	• Yes	
C. Mission Statement	• Read	
II. APPROVAL OF THE MINUTES		
A. Action Item: Vote to approve minutes from Sept 8, 2021 MCN Executive Board Meeting	• No discussion	Motion Carried/ Approved
B. Action Item: Vote to approve minutes from Sept 12 2021 MCN Special Executive Board Meeting	• No discussion	Motion Carried/ Approved
III. FINANCIAL		
A. Action Item: Vote to approve Sept 2021 payments totaling \$16,649.01	• No discussion	Motion Carried/ Approved
B. Action Item: Vote to approve Sept 2021 deposits totaling \$50,772.52	• No discussion	Motion Carried/ Approved
C. Action Item: Vote to release funds		
i. Monthly cash gift to school \$300	• No discussion	Motion Carried/ Approved

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IV. REPORT OF OFFICERS

A. President i. Action Item: Vote to release library funds \$6,000	<ul style="list-style-type: none"> No discussion 	2000 La Granada Dr. Thousand Oaks, CA 91362 Motion Carried/ Approved
B. Executive/Assistant Director	<ul style="list-style-type: none"> Thank you for library funds Welcome Social was a great event Art@lunch has been great Looking forward to parent night Looking forward to movie night Teachers had APEX team huddle Parent / teacher conference week next week MATES booth at upcoming Thousand Oaks street fair 	
C. MATES Board Member	<ul style="list-style-type: none"> N/A 	
D. Staff	<ul style="list-style-type: none"> Movie night voting was exciting Kids are excited for APEX 	
E. Communications	<ul style="list-style-type: none"> Great yearbook committee Flyers need to be submitted by Thursday for review 	
F. Auditor i. Action Item: Vote to approve MCN Audit January – June 2021	<ul style="list-style-type: none"> No discussion 	Motion Carried/ Approved
A. Parliamentarian i. By-Laws ii. Standing Rules	<ul style="list-style-type: none"> Review job descriptions 	

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B. Programs

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	<ul style="list-style-type: none"> Calendar has been updated and posted in Moxtra 	
i. Calendar update	<ul style="list-style-type: none"> Parent empowerment night 	
ii. Parent Empowerment iii. Movie Night	<ul style="list-style-type: none"> upcoming 2020 2000 La Granada Dr. Thousand Oaks, CA 91362 Movie night committee is planning a great night Planning stages of Music Day International Night is moved to March 31st Looking for a volunteer for cultural highlights board 	
C. Fundraising		
i. Direct donation ii. Spirit wear iii. Giving site	<ul style="list-style-type: none"> Direct donation was a success Ordering hearts Fun run shirts have been ordered Looking for fun run sponsors Restaurant nights are starting Giving site – 30% of transactions have been covered Art@lunch shirts ordered 88, ordered 20 to sell at marketplace 	
D. Volunteer Coordinator		
a. Room parents	<ul style="list-style-type: none"> Some checks need to be logged \$3,642 raised for specialists 	
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"> 7.07 pm 	
Minutes Complied by	<ul style="list-style-type: none"> Alison Roelke 	

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