



Executive Board Meeting

Date: January 11, 2023; Time: 6.30 pm

Locations: MATES

I. OFFICIAL OPENING OF MEETING

- A. Call to Order
- B. Establishment of Quorum
- C. Mission Statement

The purposes of this corporation are to provide the following at MATES, in collaboration with the MATES' Administration and Board of Directors:

- Encourage a sense of community between students, families and school.
- Provide enrichment of students' educational experiences through programs and events.
- Raise funds to support the educational mission and goals of MATES.
- Support the teachers and staff through needed purchases.
- Promote and encourage community service among the students and families through school-wide and community-wide projects and activities.

II. APPROVAL OF THE MINUTES

- A. Action Item: Vote to approve minutes from the December 7, 2022 MCN Executive Board Meeting

III. FINANCIAL

- A. Action Item: Vote to approve December 2023 – payments totaling \$5,226.47
- B. Action Item: Vote to approve December 2023 – deposits totaling \$8,601.89

IV. REPORTS OF OFFICERS

- A. Presidents' Report
 - i. Action Item: Vote to release \$300 monthly cash gift to school
 - ii. Action Item: Vote to approve bylaws change: update Nominating Committee from 5 Members and 2 Alternates to 3 Members and 1 Alternate



2000 La Granada Dr. Thousand Oaks, CA 91362

- B. Executive/Assistant Director
- C. MATES Board Member
- D. Staff
- E. Communications
- F. Auditor
- G. Parliamentarian
 - i. Update on Nominating Committee
- H. Programs
- I. Fundraising

- J. Volunteer Coordinator
- K. PR/Social Media

- V. NEW BUSINESS

- VI. ONGOING BUSINESS

- VII. ADJOURNMENT