



## Executive Board Meeting

Date: March 13, 2024; Time: 6.30 pm

Locations: MATES MPR

### 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 February 7, 2024 MCN Executive Board Meeting

### III. FINANCIAL

- A. **Action Item:** Vote to approve February payments totaling \$2,456
- B. **Action Item:** Vote to approve February deposits totaling \$1,612
- C. **Action Item:** Vote to release funds for monthly cash gift of \$300 to the school for the month of March 2024
- D. **Action Item:** Vote to amend November MCN Executive Board minutes (Item III.Cii). Item should read that the teacher portion of APEX Fun Run was \$8,443.39
- E. **Action Item:** Approve contract to engage CliftonLarsonAllen LLP to prepare 2022/2023 tax filings for \$2,500

### IV. REPORTS OF OFFICERS

- A. Presidents' Report
  - i. Discussion of proposed school dedication.
- B. Executive/Assistant Director
- C. MATES Board Member
- D. Staff
- E. Treasurer
- F. Communications
- G. Auditor
  - i. **Action Item:** Approval of Auditor Report
- H. Parliamentarian



- i. **Action Item:** Approve Nominating Committee members including Lisa Welch, Melanie Herrera, Niki Wikstrom (alternate), and Tamara Summers as Chair
- I. Programs
- J. Fundraising
- K. Volunteer Coordinator
- L. PR/Social Media
- M. Technical Advisor
- N. Alumni Advisor
  
- V. NEW BUSINESS
- VI. ONGOING BUSINESS
- VII. ADJOURNMENT