



MCN Executive Board Meeting
Date: February 7, 2024; Time: 6:30 pm
Location: MATES MPR

ATTENDANCE		
Present: President: Margie Moreno Programs: Lori Allen, Jennifer Steinert Fundraising: Arezou Zaidi Communications: Devaki Winick PR/Social Media: Ashlee Michaelson Financial Secretary: Shannon Savage-Howie Secretary: Katie Wade Parliamentarian: Janey Choplin Assistant Director: Kristen Walker Teacher Representative: Denise Bain MATES Board Member: Kerri Graver	Absent: President: Robert Wain-Ku Fundraising: Nancy Melgar Communications: Caitlin Shrum Treasurer: Kenton Sowell Auditor: Bing Xu Liu Secretary: Lucia Bartlett Volunteer Coordinator: Melanie Herrera, Veronica Shuler Technical Advisor: Jamie Stein Executive Director: Brenda Olshever Alumni Advisor: Nadia Hefni Foster	
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">At 6:35pmYesRead aloud by Kristen Walker	
II. APPROVAL OF THE MINUTES		
A. Action Item: Vote to approve minutes from January 10 , 2024 MCN Executive Board Meeting	<ul style="list-style-type: none">No Discussion	Motion Carried & Approved
III. FINANCIAL		
A. Action Item: Vote to approve January 2024 payments totalling \$1804 B. Action Item: Vote to approve January 2024 deposits totalling \$1273 C. Action Item: Vote to release funds	<ul style="list-style-type: none">No DiscussionNo Discussion	Motion Carried & Approved Motion Carried & Approved



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- i. Monthly cash gift to school \$300
(February 2024)

- No Discussion

Motion Carried
& Approved

IV. REPORT OF OFFICERS

A. President

- No Discussion

B. Executive/Assistant Director

- We had an incredible Talent Show in January. There was a ton of interest and participation. It was a very successful event.
- The Winter Art Gallery was a huge success. There were amazing artists at the beautiful event. Students did a walk-through the day after the event to appreciate the art others created. This is a great annual event.
- The 100th Day of School was celebrated this week. Kindergarteners had a glow party and 1st graders dressed up as 100-year-old-people to celebrate.
- School Tours are still happening weekly. Thank you to MCN members for participating, it is nice for prospective parents to hear from MCN Board Members.
- Returning student forms still need to be completed. Applications for next school year are still being accepted through 2/23/24.
- STEAM Night coming up. There are only 8 applications for participation so far, so the deadline may need to be extended. We are looking forward to the event.
- Many staff members have been able to recently attend conferences with MCN Funds, including a kindergarten specific conference. Conferences are expensive - being able to send staff with MCN funds is



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beneficial to both staff and students.

- The District is now willing to negotiate for a facility at MATES for TK. The process will begin as soon as possible. Applications for TK will not be accepted until the facility is in place. Current negotiations have been sent to attorneys for review at this time.
- Thank you for the February Teacher Gift Donation. Money used went towards the following:
 - Water Stations (3): \$13,500.00
 - Friday Focus (Friendship Bracelets): \$53.70
 - Friday Focus (Clay): \$17.96
 - **Total: \$13,571.66**
 - There has been over \$45,000 spent on equipment and improvements so far this year - Thank You to the MCN for funds.

C. MATES Board Member

- Thank you for a wonderful Winter Art Gallery and Talent Show.
- After an exhaustive search and interview process, Dr. Kristen Walker was hired as new Executive Director after Brenda Olshever retires.
- Applications are being accepted and interviews will begin soon for the new Assistant Director position.

D. Staff

- Many staff members have been able to recently attend conferences. This truly benefits the entire staff and student body as teachers come back with new ideas and information. Thank you to the MCN for donated funds, conferences can be very expensive and it would not be possible for so many to attend



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	<p>without MCN funding. It is good for teacher morale and inspiration.</p> <ul style="list-style-type: none">• Staff is working on ways to honor Brenda Olshever in the upcoming months before her retirement. Staff has planned something for the upcoming Benefit Dinner.	
E. Treasurer	<ul style="list-style-type: none">• No Discussion	
F. Communications	<ul style="list-style-type: none">• The Wednesday email is now going to have text with a link to previously issued flyers in order to try to cut down on repeat flyers every week.	
G. Auditor	<ul style="list-style-type: none">• No Discussion	
H. Parliamentarian <ul style="list-style-type: none">• ACTION ITEM: Approve Nominating Committee Members including: Lisa Welch, Melanie Herrera, Niki Wikstrom (alternate), and Tamara Summers as Chair	<ul style="list-style-type: none">• There are only 3 positions still open for the 2024-2025 MCN Executive Board. There is one prospect currently for the co-fundraising position.• No discussion	Motion Carried & Approved
I. Programs <ul style="list-style-type: none">• ACTION ITEM: Approve Patti Fitzgerald contract	<ul style="list-style-type: none">• No Discussion• The Talent Show was great! It was a huge success.• The Winter Art Gallery went very well. There were no obvious hiccups experienced.• STEAM Night - the deadline will be extended for applications, we are not worried about lack of participation (applications are late every year). We are working with Mouthful for food orders, the full Mouthful menu will be available and 10% of proceeds will be donated back to MATES	Motion Carried & Approved



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	<ul style="list-style-type: none"> The International Night Committee is hard at work. There are already 11 Countries committed. The deadline is fast approaching for additional Countries, a last call will be announced. Women in History has started planning. Classroom presentations for 5 selected women will begin this week. 	
J. Fundraising	<ul style="list-style-type: none"> Kids night at Victory went really well. Amecci's Pizza was provided by the Graver Group. With around 100 kids in attendance, we raised about \$2000. MATES Benefit Dinner Event Committee is in full swing. Auction items are already being secured. A letter for donation items was sent out to staff and MCN members to gather additional donations as they are able. The Save The Date was issued, we are opting for a more formal vibe this year because it is the 15th anniversary and we will be celebrating Brenda Olshever's retirement. Hoping to have contracts for approval at the next MCN meeting. 	
K. Volunteer Coordinator	<ul style="list-style-type: none"> Need to create a new SignUp Genius for STEAM night as the current one is not working. 	
L. PR/Social Media	<ul style="list-style-type: none"> Please try your best to send things for publication in a timely manner. 	
M. Technical Advisor	<ul style="list-style-type: none"> No Discussion 	
N. Alumni Advisor	<ul style="list-style-type: none"> No Discussion 	



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V. NEW BUSINESS

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- No Discussion

VI. ONGOING BUSINESS

- No Discussion

VII. ADJOURNMENT

Meeting Adjourned

- 7:09 pm

Minutes Compiled by

- Katie Wade