



Executive Board Meeting

Date: September 11, 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 August 7, 2024 MCN Executive Board Meeting
- B. **Action Item:** Vote to approve minutes from the August 11, 2024 MCN Executive Board Special Meeting.

III. FINANCIAL

- A. **Action Item:** Vote to approve 8/1/24-8/31/24 payments totaling \$4,497.
- B. **Action Item:** Vote to approve 8/1/24-8/31/24 deposits totaling \$21,398 with ending cash of \$35,763.
- C. **Action Item:** Vote to release funds for monthly cash gift of \$300 to the school for the month of September 2024.

IV. REPORTS OF OFFICERS

- A. Presidents' Report:

- i. **Action Item:** Vote to increase Art at Lunch tshirt budget to \$2,000.00
- ii. **Action Item:** Vote to amend budget to add Language at Lunch tshirt expense line item for \$1,000.00.
- iii. **Action Item:** Approve commitment/contract to 1st Day School Supplies for 2025/2026 school year.

- B. Executive/Assistant Director

- C. MATES Board Member



- D. Staff
- E. Treasurer
- F. Communications
- G. Financial Secretary
- H. Auditor
- I. Parliamentarian
- J. Programs
 - i. **Action Item:** Approval of Movie Night contract with FunFlicks which includes projector, screen, sound, wireless mic, weights, cables and gratuity.
- K. Fundraising
 - i. Direct Donation Progress
 - ii. Restaurant Nights
 - iii. **Action Item:** Vote to approve Family Photo Day Contract with Lyfe Photos for October 12 and 13, 2024.
- L. Volunteer Coordinator
- M. PR/Social Media
- N. Technical advisor
- O. Alumni Advisor

V. NEW BUSINESS

VI. ONGOING BUSINESS

VII. ADJOURNMENT