



## Executive Board Meeting

Date: November 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 October 9, 2024 MCN Executive Board Meeting
- B. Action Item: Vote to approve minutes from the October 25, 2024 MCN Executive Board Special Meeting.

### III. FINANCIAL

- A. Action Item: Vote to approve October payments totaling \$13,554
- B. Action Item: Vote to approve October deposits totaling \$31,177
- C. Action Item: Vote to release funds for monthly cash gift of \$300 to the school for the month of November, 2024

### IV. REPORTS OF OFFICERS

- A. Presidents' Report
  - i. Holiday dinner location
- B. Executive/Assistant Director
- C. MATES Board Member
- D. Staff
- E. Treasurer
- F. Financial Secretary
- G. Auditor
- H. Communications
- I. Parliamentarian
- J. Programs



- K. Fundraising
- L. Volunteer Coordinator
- M. PR/Social Media
- N. Technical advisor
- O. Financial Secretary
- P. Alumni Advisor

  

- V. NEW BUSINESS
- VI. ONGOING BUSINESS
- VII. ADJOURNMENT