



Executive Board Meeting
Date: February 12, 2025; Time: 6.30pm
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 January 14, 2025 MCN Executive Board Meeting
 - III. FINANCIAL
 - A. **Action Item:** Vote to approve January 2025 payments totaling \$13,457.40
 - B. **Action Item:** Vote to approve January 2025 deposits totaling \$294.12
 - C. **Action Item:** Vote to release funds for monthly cash gift of \$300 to the school for the month of February 2025.
 - IV. REPORTS OF OFFICERS
 - A. Presidents' Report
 - i. Discussion about MCN Executive Board positions
 - ii. Discussion about editing MCN bylaws
 - B. Executive/Assistant Director
 - i. Review the MATES Supporting Organization Policy
 - C. MATES Board Member
 - D. Staff
 - E. Treasurer
 - F. Communications
 - G. Auditor
 - H. Parliamentarian
 - I. Programs
 - J. Fundraising
 - K. Volunteer Coordinator



MATES Community Network (MCN)

2000 La Granada Dr. Thousand Oaks, CA 91362

- L. PR/Social Media
- M. Technical advisor
- N. Alumni Advisor

- V. NEW BUSINESS
 - A. Secretary Reminders about Agenda items

- VI. ONGOING BUSINESS

- VII. ADJOURNMENT