



Executive Board Meeting

Date: March 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 February 12, 2025 MCN Executive Board Meeting

III. FINANCIAL

- A. **Action Item:** Vote to approve February 2025 payments totaling \$6,591
- B. **Action Item:** Vote to approve February 2025 deposits totaling \$1,679
- C. **Action Item:** Vote to release funds for monthly cash gift of \$300 to the school for the month of March 2025.

IV. REPORTS OF OFFICERS

- A. Presidents' Report
 - i. Thank you to Programs for an amazing STEAM Night
 - ii. Discussion about Programs
 - iii. **Action Item:** Vote to amend special meeting minutes for Humble Boyz Catering in the amount of \$1,540.78.
 - iv. Discuss Mr. LaGuardia's request for a Hazer for Family Dance and other school related uses.
 - v. **Action Item:** Vote to release funds to the school in the amount of \$1,067.08 for purchase of Hazer and related equipment.
- B. Executive/Assistant Director
 - i. School Updates
 - ii. Monthly breakdown of items purchased with MCN funds
- C. MATES Board Member
- D. Staff



- E. Treasurer
- F. Financial Secretary
- G. Communications
 - i. Climate Survey Update
- H. Auditor
 - i. Presentation of final audit report for PE 12/31/2024
- I. Parliamentarian
 - i. Update on nominating committee progress for empty board positions for the 2025-2026 school year.
- J. Programs
 - i. Wrap up of STEAM Night
 - ii. Family Dance Update
 - iii. Women in History Update
 - iv. Staff Appreciation Week Update
 - v. Culmination Update
- K. Fundraising
 - i. Restaurant Night 3/25 at the Kabob Shop
 - ii. Silent Auction Updates
 - iii. Gala theme voting begins
 - iv. School Cents Update
 - v. Restaurant Night at The Stand in February raised a total of \$311.00
- L. Volunteer Coordinator
- M. PR/Social Media
- N. Technical advisor
- O. Alumni Advisor

V. NEW BUSINESS

- A. Secretary Reminders about Agenda items

VI. ONGOING BUSINESS

VII. ADJOURNMENT