



Executive Board Meeting

Date: June 4, 2025; Time: 6.00pm

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 May 14, 2025 MCN Executive Board Meeting
- B. **Action Item:** Vote to approve minutes from the May 21, 2025 MCN Special Executive Board Meeting

III. FINANCIAL

- A. **Action Item:** Vote to approve May payments totaling \$16,041
- B. **Action Item:** Vote to approve May deposits totaling \$49,531
- C. **Action Item:** Vote to release funds for monthly cash gift of \$300 to the school for the month of June 2025

IV. REPORTS OF OFFICERS

- A. Presidents' Report
 - i. **Action Item:** Vote to approve release of classroom funds of \$16,800
 - ii. Introductions of all MCN Members and Swear in of 2025-2026 MCN Executive Board
 - iii. July MCN Meeting is July 16th at 5:30pm at Caitlin's home
- 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. Communications



- i. Climate Survey update
- G. Auditor
- H. Parliamentarian
- I. Programs
 - i. **Action Item:** Vote to approve increase of budget for Staff Appreciation week to \$3,855 from \$3,500
- J. Fundraising
 - i. End of school year update
- K. Volunteer Coordinator
 - i. Room Parent Appreciation Recap
- L. PR/Social Media
- M. Technical Advisor
- N. Alumni Advisor
 - i. Senior Walk
- V. NEW BUSINESS
- VI. ONGOING BUSINESS
- VII. ADJOURNMENT