



# MATES Community Network (MCN)

2000 La Granada Dr. Thousand Oaks, CA 91362

**Executive Board Meeting**  
**Date: December 10, 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 November 12, 2025 MCN Executive Board Meeting
  - III. FINANCIAL
    - A. **Action Item:** Vote to approve November expenditures totaling \$9,891.78
    - B. **Action Item:** Vote to approve November deposits totaling \$5,256.56
    - C. **Action Item:** Vote to release funds for monthly cash gift of \$300 to the school for the month of December 2025
  - IV. REPORTS OF OFFICERS
    - A. Presidents' Report
    - B. Executive/Assistant Director
    - C. MATES Board Member
    - D. Staff
    - E. Treasurer
    - F. Financial Secretary
    - G. Communications
    - H. Auditor
    - I. Parliamentarian
    - J. Night Programs
      - i. Talent Show Update
    - K. Daytime Programs
      - i. 4/17 at 8:30 am for Panel of Professionals – update calendar
      - ii. Recap of Calm Mama Coaching Event
      - iii. Women in History – Chair?



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- L. Fundraising
- M. Volunteer Coordinator
- N. PR/Social Media
- O. Technical advisor
- P. Alumni Advisor
  
- V. NEW BUSINESS
- VI. ONGOING BUSINESS
- VII. ADJOURNMENT