



Executive Board Meeting

Date: August 12, 2026; Time: 6:30 pm

Locations: 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 July 15, 2026 MCN Executive Board Meeting

III. FINANCIAL

- A. **Action Item:** Vote to approve June 2026 payments totaling \$ 3,343.66
- B. **Action Item:** Vote to approve June 2026 deposits totalling \$ 0
- C. **Action Item:** Vote to release funds for the monthly cash gift of \$300 to the school for the month of August 2026

IV. REPORTS OF OFFICERS

- A. Presidents' Report:
 - i. Wishes for a great year
 - ii. Upcoming events
 - 1. Kinder Round Up
 - 2. BTSB
 - iii. Reminder for Exec Board to review calendar - it will need to be approved at GMM in September
- B. Executive/Assistant Director
 - i. Updates
- C. Staff
 - i. Updates
- D. MATES Board Member
 - i. Updates



- E. Alumni Advisor
 - i. Alumni updates
- F. Treasurer
 - i. Discuss new check request process
- G. Financial Secretary
 - i. Updates
- H. Communications
 - i. Updates
- I. Auditor
 - i. Updates
- J. Parliamentarian
 - i. Bylaws update
- K. Evening Programs
 - i. Discuss venues for Welcome Social
- L. Daytime Programs
 - i. Teacher Luncheon & Boo-boo yahoo updates
 - ii. Art @ Lunch - display art, possible new chair needed
 - iii. Movement @ MATES - updates, chair needed
 - iv. Language @ Lunch - start date
- M. Fundraising
 - i. Sponsorship and direct donation updates (tote sponsor secured and new relationships being established)
 - ii. Direct Donation Drive
 - 1. Gifts in certain amounts
 - 2. All payments through Zeffy
 - iii. Marketplace Update
 - 1. Giant closet clean up!
 - 2. Chair needed
- N. Volunteer Coordinator
 - i. Kinder Round Up discussion
 - ii. BRSB volunteers
 - iii. Room parent updates
- O. PR/Social Media
 - i. Upcoming events & publicity plans
- P. Technical advisor
 - i. Email update
 - ii. Website Update
- V. NEW BUSINESS
- VI. ONGOING BUSINESS
- VII. ADJOURNMENT