PRM Foundation - Meeting Minutes

Dec 11, 2019 @ PRM Cafeteria

Attendance: Emma Massie, Nicole Webb, Tami Kauffman, Sara Bourgeois, Missy Kyrlach, Jackie Bonfield, Paisley Starbuck, Lauren Posta, Michelle Marlow, Erin Fay, Allie Goodman, Birgit Hooker, Jill Korach, Diane O’Brian, Jamie Donaldson, Sabrina

(Meeting begins at 6:50pm)

**PRM’s Mission: “To offer every neighborhood child a quality Montessori education, collaborating with community partners in a peaceful and environmentally-conscious setting, which nurtures a lifelong love of learning.”**

1. Minutes

* *Michelle moves to approve the minutes; Jackie 2nds; motion passes*

2. Old Business

* Cork strip installation almost done – Thank You!
* Brought in $1,700 from Grandparents’ Day (spent $250 on printing)
* Possip – $1,250 January thru May
  + This is well vetted and approved by CPS
  + Data-driven, uses phone numbers from Power School, Sandra to lead
  + Admin team would like to use this
  + $923 would be left in the website budge category this year, could be put towards this
  + *Lauren moves to obtain Possip from Jan.-May $1,250; Michelle M. 2nds; motion passes*

3. Initiatives

* Outdoor Ed – Emma started conversation and has a binder of info; no further conversation needed at this time
  + Jackie reminded us that 9-12 has many new teachers that don’t even know what is available in the outdoor space for them to use

4. Treasurer’s Report (Tami)

* See November Financial Report
  + Hayride brought in $1,500
  + Handmade market bringing in $1,500ish
  + We are ahead of where we were last year
* Bank statements reviewed and initialed

5. Fundraising/Grants

* See grant report
  + (Lauren) – Target grant for field trips declined, GCF Summertime kids we’ll find out in January, Boosters $1K received
  + Marianne waiting for teacher responses on school needs, went to ILT
* Silent Auction
  + Need help asking teachers for specific items with specific dollar amounts and quantities – Lauren P to help
  + 2nd week of January planning meeting
  + January 25th set at 3:00 at Kennedy Heights Arts Center
  + Bring your bourbon to Nicole by 2nd week of January (last year the bourbon barrel brought in $5-600)
    - Elijah Craig, Makers Mark 46, and Bourbon cream are already purchased
    - Drop off to Nicole’s NEW house
* ROM – Colleen Guy still working on places
  + High Grain may be our after-party for Silent Auction night
  + Mrs. Havens’ brewery may offer a time
* Michelle Marlow offered to take over magazine sales – get with Marissa Albright

6. New Business

* TEAMworks / TEENworks: $1,200 for 6 months
  + In the past, we paid for tutors and TEAMworks had tutored PRM kids at PRPC
  + Ruth Anne asking us for $1,200 from us and $1,200 from Clark Foundation
    - We have a donor to cover $600 and therefore we only need to supply $600
    - We have $2,000 in a grants-to-give account in our budget
    - *Nicole moves to spend $600 for TEAMworks/TEENworks; Lauren 2nds; motion passes*
* Insurance add on
  + Dater’s Foundation lost $25K through theft from a volunteer and insurance covered them
  + To add this coverage to our policy, would be $122 to cover up to $50K (or $83 for $10K or $95 for $25K)
  + Our account is currently at 6-figures, but average around $90K
  + *Nicole moves to spend $122 annual fee; Sara 2nds; motion passes*
* Succession Planning – bring in new people to fill roles
  + Sara to verify how many years we’ve all been on – we can’t serve more than 6 consecutive years
  + Office of president needs filled next year

Next meeting Jan 8, 7:00pm in Art Room

*Adjourn; Meeting ends at 7:45pm Submitted by Sara Bourgeois*