PRM Foundation - Meeting Minutes

April 8, 2020 through Zoom

Attendance: Emma Massie, Nichole Webb, Tami Kauffman, Sara Bourgeois, Missy Kyrlach, Lauren Posta, Jennifer KramerWine, Paisley Starbuck, Jackie Bonfield, Colleen Arbuckle, Marianne Quellhorst, Erin Spears, Birgit Hooker, Allie Goodman, Esper Tovar, Marissa Albright, Deb Chambless, Erin Fay, Amber Simpson

(Meeting begins at 7:00pm)

**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. Old Business

* Thank you to Kayla Robinson for leading the fundraising efforts on tablet purchases
  + Foundation donated to Community Happens and discussed and agreed through email
  + Motion: Sara moved to donate up to $1,000 to cover the remaining funds requested by Community Happens Here for their "Digital Divide" fundraiser; Nicole 2nd with caveat that we remain anonymous so that we are not advertising that we purchased personal devices for individual students; votes received and motion passed.
* April Minutes –
  + *Nicole moves to approve the minutes; Paisley 2nds; motion passes*
* Succession planning –
  + Jackie B and Colleen A staying on
  + Allie G and Birgit want nominated for members at large
  + Paisley going off but Marissa Johnson coming on
* Thanks Elizabeth and Lindsey for the flower sale (made ~$3,700)

2. Treasurer’s Report

* See Tami’s emailed report
  + April brought in $3,700 through flowers and such and we paid $4,000 Imago’s 2nd installment (one payment remains)
  + PTO budget tentatively approved, now based on our approval
  + There’s ~$10K left to spend this year
* This year’s budget we raised $53K this year, our goal was $60K
  + We spent $57K so far
* Next year’s budget - Minor adjustments based on actual expenses and some board feedback
  + Total now $83K
  + Possip not being renewed next year
* Cash point of view
  + We have $100K in the bank now with $10K still left to spend
  + Restricted funds are $25K leaving $60K to spend for next year and/or save
* Need to give outdoor ed a firm budgeted number
  + General discussion – keep budget balanced, knowing it is a working document
  + $12K to Imago, recommended no change there
  + General outdoor ed - make it $10K to balance
  + Most other items not easily negotiable
* Bank statements were emailed and reviewed by two people

3. Grant Report (Marianne)

* See April’s report
* We received $1,000 for Art in the Garden w/ verbiage about knowing our original proposed activities may look different but as long as we spend it by Sept. for something close
* Learning Links deadline moved to August
* Can look for new grants this summer for Outdoor Ed and perhaps staff training
* Target grant for soccer deadline now August

4. New Business

* Sarah Lofquist had asked for Orton Gillingham training and it would be $1,650
  + There are opportunities this summer
  + We should have the room for it in the current year’s budget
  + Sara moves to allot up to $1,700 to support Sarah Lofquist’s Orton Gillingham training; Paisley 2nds; *motion tabled until next month to see if others would like to apply for this training as well*
  + Brought up conversation about offering training to other teachers – considering writing a “policy” to share with staff on what Foundation will pay for
  + Tied to reallocated $4K from PTO budget for small amounts per teacher for Continuing Ed towards a more general continuing ed fund that teachers apply for
* New fund-raisers
  + Flamingos happening again this summer as a fund-raiser as well as boosting morale
  + O’Briens are hosting a trivia night
* Next month, meet via Zoom to finalize budget, vote on board, wrap up the year
  + Emma to send Doodle Poll to find best time

*Adjourn; Meeting ends at 8:30pm Submitted by Sara Bourgeois*