

PRM Foundation - Meeting Minutes
August 10, 2020 7pm Google Meet

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."

Attendance: Emma Massie, Tami Kauffman, Amber Simpson, Monique Johnson, Colleen Sheridan, Barbra Wallin, Birgit Hooker, Colleen Arbuckle, Elizabeth Johnson, Lauren Posta, Marissa Albright, Marissa Johnson, Missy Kyrilach, Nicole Webb, Marianne Quellhorst, Jackie Bonfield and Allison Goodman

Call to Order; Meeting begins at 7:06pm

1. Minutes

- See June's minutes sent by Sara Bourgeois via email on June 12th
 - Nicole Webb moves to approve the minutes; Colleen Arbuckle seconds; motion passes

2. Old Business

- Outdoor Ed – forward progress continuing to be made by many people – a big Thank you to IMAGO
 - 3-6 garden meant to attract and host butterflies (Butterfly Garden)
 - Thank you to John and Emma Massie, Paisley Starbuck and Terrence Hammonds, Colleen Sheridan and Allie Goodman for installing
 - Grass/dirt space near back doors (Rock Garden)
 - Pathway being added this Saturday (8/13) afternoon
 - Learning Stations inside the Community Garden
 - Kate McGreevy with Imago is working to install learning stations using the grant written with Marianne Quellhorst
 - Outdoor Seating
 - Rob Konkol is building stadium seating inside the garden classroom and the Korach family is working on tree stump seating around other outdoor spaces at PRM

3. Treasurer's Report

- See July's financial report sent by Tami Kauffman via email on August 8th
 - Income – \$1033.58 (Terracycle- \$998.58)
 - Expenses – \$3597.14 (Network for Good- \$2200, other expenses include face shields for teachers, website expenses and outdoor maintenance)
 - Bank statements were emailed – *statements reviewed by Colleen Sheridan and Nicole Webb*
- 2020-2021 Budget
 - Lowering both the Foundation and PTO budget by 1/3 (33%)
 - \$65,000 raised last school year
 - Imago also agreed to take a 1/3 cut

- Fundraising is traditionally in the 1st half of the school year (typically fall and winter)
- Vote on approval of 2020-2021 budget – *budget passes unanimously*

4. Grants Report

- See July's grants report sent by Marianne Quellhorst via email on August 10th
- Submitted GCF Learning Links & Covid Classroom Relief Grant – two grants for \$1000 each

5. New Business

- Meeting dates for this coming school year
 - 3rd Tuesday of the month at 7:00pm virtually via Google Meet
 - Next meeting on September 15th
- Funds Requested – Lindsey Felder
 - Montessori Materials at home up to \$2,000
 - Funds Approved – *passed with yes votes from 12 members*
- Fundraising Calendar
 - Cookbook - moving forward with this fundraiser being championed by Erin Spears
 - Bricks – will be offered again this year, being championed by Colleen Arbuckle and Marissa Johnson
 - Network for Good – new website/program helping Emma, Tami and Missy with a guarantee of 2019-20 reported to NFG plus cost (\$2200)
 - "a-thon" ideas – read-a-thon, walk-a-thon, etc., still being discussed with specials teachers
 - Book Fair – needs a champion, Nicole Webb volunteers
 - Scavenger Hunt – idea being investigated by Marissa Johnson
 - School Supplies – 1st Day School Supplies raised \$766
 - Magazine Sales – needs a new champion, Marissa Albright has past information and is checking with Michelle Marlow about this year
 - Sponsorships – letters are ready to be personally distributed to targeted business
 - Dr. Katie Blomer, letter to be delivered by Allison Goodman
 - Annual Silent Auction Party – not taking place this year but Nicole Webb will be emailing ASAP donors about ways to contribute to PRM this year without holding an actual event

6. Future Business

- Website – Missy Kyrlach needs 5-10 minutes of time to talk about website communications
- Postcard communications to students – Nicole Webb discussed idea for birthday postcards,, Elizabeth Johnson said PTO could collaborate

Adjourn; Meeting ends at 8:39pm

Minutes prepared by Allison Goodman