



PRM Foundation - Meeting Minutes April 20, 2021 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, Sara Bourgeois, Amber Simpson, Monique Johnson, Jackie Bonfield, Marissa Johnson, Colleen Arbuckle, Birgit Hooker, Elizabeth Johnson, Lauren Posta, Melissa Kyrilach, Meredith Haluga, Nicole Webb, Tami Kauffman, Marianne Quellhorst, Marissa Albright and Allie Goodman

Call to Order; Meeting begins at 7:07pm

1. Minutes

- February and March minutes sent by Allie Goodman via email on April 20th
 - Nicole Webb moves to approve the minutes; Colleen Arbuckle seconds; motions pass

2. Old Business

- Restaurants Supporting PRM
 - Need someone to Champion for next year
 - Thank you to Colleen Sheridan for being this year's champion
 - Frisch's, beginning of May; Kona, end of May
- Benkens Flower Sale
 - Flower pick up will be at PRM on May 1st from 10am-2pm
 - Lindsey Felder sent email with sign up genius for volunteering to help
- Raffle for staff (ideas welcomed)
 - 5 Amazon Echo's donated
 - 110 staff members
 - Ideas for starting next year with a raffle? Including with Staff Appreciation?
- Read-a-thon
 - Thank you to Erin Spears and Allie Goodman
 - Current plan is to wrap up rewards next week
- School Supplies for next year are now posted
 - THANK YOU to teachers for consolidating!
 - Flyers from 1st Day School Supplies coming soon to send home with kids.
 - Colleen Arbuckle to pick up and distribute in mailboxes at school.
 - Website has current information and updated lists
 - <https://prmrocks.org/connect/school-supplies/>
 - Deadline for 1st Day School Supply orders: July 1st at 11:59pm
 - Kits will be delivered to the classroom for community use
 - \$5/kit will go to PRM
- Camp Ernst day trip for 6th grade students
 - Motion: Foundation will collect monetary donations for 6th grade Camp Ernst day. Motion passes.
 - In March the foundation approved support of a non-school sponsored trip for any 6th grader to attend a Saturday trip to Camp Ernst

- Missy Kyrlach will create a campaign to launch on the PRM Rocks website to raise money for this trip (it is not school sponsored but foundation will accept donations)
 - Because Foundation is coordinating the funds it is suggested that all messaging go through foundation leadership

3. Roles, responsibilities, and openings - WE NEED A VP for next year!

- There are many roles at PRM that currently need filled
 - How can we invite them personally to sign up for a volunteer role?
 - We know that personal invitations are the most effective, but virtual meetings have made it harder to make those connections

4. Treasurer's Report

- February and March financial reports sent by Tami Kauffman via email on April 20th
 - Bank statements were also attached to email – *statements were reviewed by Sara Bourgeois and Lauren Posta*
- Fundraising Income to date
 - Current number is high! (That's a good thing!)
 - Tami giving information in regards to some large purchases that will still need to come out of account balance (read-a-thon, flower sale, etc.)
 - Tami asking again for all receipts to be turned in asap!

5. Grants Report

- Grants report sent by Marianne Quellhorst via email on April 20th
- Annie's Grant received – To be used for garden fencing
 - Campaign to thank them to be done once check is received
- Greater Cincinnati Foundation – Summertime Kids Grant – denied :(
 - However, the Foundation is making plans to support this application requests to help continue to move Outdoor Ed space forward
- Paycor (Sara Bourgeois applied for on behalf of Foundation) to hear by the end of May
 - Used for Orton Gillingham training for teachers (ask is for 5 teachers)
- Upcoming Grants
 - Dollar General Youth Literacy Grant – due May 20th (Grant for up to \$4000)
 - Marianne to discuss with Marcy Berns (Reading Specialist)
 - Greater Cincinnati Foundation – Learning Links Program
 - Can submit up to two applications for \$1250 due May 31st
 - Anyone with ideas for these grants please reach out to Marianne
- Special thank you to Marianne Quellhorst for keeping all PRM Grants moving forward

6. New Business

- Brick Sales (bi-annual)
 - Marissa Johnson and Colleen Arbuckle to champion
 - Would like support from Missy Kyrlach to get information up on the website
 - Will also make a paper flyer to go home before the end of the year
 - Colleen will reach out to the company about pricing (and brick return idea)
 - Will also make contact with Ms. Dee about placement of new bricks
 - Sales to happen middle of May until end of June?
- Cello Rack Request
 - Request is for two cello racks which would each hold up to 8 cellos; request is from the new strings teacher at PRM (Welcome to Mr. Brett Galey!)
 - Emma Massie motions to approve the request for one cello rack with funding coming from initiatives line item
 - Motion unanimously approved

- Emma will place order for two racks and let Brett know of their purchase; Tami will help with funding
 - There is a private donor who will cover the purchase cost of the second rack
- Outdoor Ed/Garden Work Day – May 1st from 2:00-5:00pm
 - Will take any and all volunteers; spread the word; no green thumbs needed
 - Flower Sale fundraiser has raised roughly \$800 that can be spent at Benkens to make purchases for the outdoor space at PRM
 - All community garden plots have been rented this year; including six PRM families that are new to the space
- Community Happens Here support on Saturdays 11am-1pm for a Free Latte & Snow Cones
 - SUPPORT CHH and Ruth Ann
 - Teen Barista program NEEDS “customers”
 - PLEASE come to get a free latte and more importantly to help the teenagers learn and practice the art of serving and conversation
- Imago 3rd installment payment
 - Tami to look for funds to make this payment a reality
 - Foundation Budget proposal to happen before the June meeting
- Future fundraising ideas
 - Mike's Car Wash Oakley Station
 - Nicole Webb is willing to champion this as a new fundraiser and will push to sell these in the late fall (October) leading up to the holidays.
 - Information gathered from Monique Johnson, contact person at Mike's would be Alexis, Nicole will make contact.
 - Process – sell a basic or ultimate wash “card” for a month and then customers redeem them. PRM would get 50% of the proceeds.
 - Silent Auction Conversation
 - It is decided that we will not be hosting an in-person auction/party in the next school year (2021-2022)
 - Is an online silent auction something that we (as a foundation) could get excited about planning?
 - Do we have a champion?
 - What time of year would work best for hosting an online auction?
 - Invite anyone interested in helping with this type of work to attend the next meeting in June
 - Penguin Patch
 - This is a holiday shop for kids. You can do for either Christmas and or Spring for Mother's Day/Father's Day/Teacher Appreciation. All items range between .25 cent to \$3.00. Click on the link for more detailed information: <https://penguinpatch.com/how-it-works/> I have already spoken to the rep and her name is Katie Trujillo.

Adjourn; Meeting ends at 8:50pm

Next Meeting, May 18th at 7:00pm Google Meet Code: <https://meet.google.com/nks-wfzk-omb>

**June Meeting TBD – hopeful to set a date when all who want to attend can do so! Emma to send Doodle*

Minutes prepared by Allison Goodman