



## PRM Foundation - Meeting Minutes

March 16, 2022 @ 6:30pm

In person at Community Happens Here and Virtually via 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: Sara Bourgeois, Marissa Albright, Ally Richer, Birgit Hooker, Tami Kauffman, Esper Tovar, Jackie Bonfield, Lauren Anderson, Nicole Webb, Kristy Miller, Missy Kyrilach, Laura Morales, Meredith Haluga, Erin Spears, and Allie Goodman

Call to Order; Meeting begins at 6:35pm

### 1. Introductions

### 2. Minutes

- a. February minutes sent by Allie Goodman via email on March 15<sup>th</sup>
  - i. Laura Morales moves to approve the minutes; Erin Spears seconds; motion passes

### 3. Treasurer's Report

- a. February financial reports were sent by Meredith Haluga via email on March 14<sup>th</sup>
  - i. Foundation Bank statements were emailed– statements were reviewed and signed off on by Allie Goodman and Erin Spears
  - ii. Booster Bank statements were also reviewed– statements were reviewed by Marissa Albright and Colleen Arbuckle
- b. There are many companies who will do matching donations, has this or can this be advertised to the greater PRM community?
- c. Insurance, accountant and AMS were all paid this month!
- d. Network for Good – BIG changes
  - i. One of the current changes that was made to their platform is that we can no longer use multiple ticketing for PRM events
    - 1. The website is also capable of some of this same work but it takes more time and isn't nearly as user friendly
  - ii. Can our events calendar do this work?
  - iii. \$2200 paid annually to Network for Good
  - iv. Additional \$500 to use multiple tickets at events
    - 1. Flower sales (mums, poinsettias, spring flowers)
    - 2. Flamingos have multiple tickets
    - 3. Bricks, Buddy cards, etc.

### 4. Current Fundraiser- Read-a-thon

- a. This year's excitement:
  - i. Total minutes read = 60,134
  - ii. Total readers = 264

- iii. Total readers who read all 7 days = 237 (*last year we ordered 131 shirts for reference - an increase of 81%*)
    - iv. Met our \$10,000 goal
  - b. Next Year, year 5 ideas:
    - i. Read-a-thon Bracket for 16 books to find our favorite
    - ii. Kid artwork – design the spine of a book
    - iii. Kid made booklet to doodle about their reading
    - iv. Donate a shirt to a teacher
- 5. Upcoming Fundraisers
  - a. Silent Auction – Saturday, April 23<sup>rd</sup> through Saturday, April 30<sup>th</sup>
    - i. Nicole Webb championing
    - ii. Event happening online
      - 1. Bigger ticket items can be set to go live at certain times during the week (classroom baskets, bourbon basket, etc)
    - iii. NEED donations! It has been harder to solicit donations this year
      - 1. Need to ask the greater PRM community for donations
      - 2. Can put something out into the community for asks
      - 3. Classroom projects/baskets and experiences sell best
    - iv. The 6<sup>th</sup> grade “canoe” will be auctioned off and the money will be saved to purchase next years’ canoe
  - b. Benken Spring Flower Sale – March 14<sup>th</sup> until April 15<sup>th</sup>
    - i. Tami Kauffman and Lindsey Felder Championing
    - ii. Sales are live now on the website
      - 1. Quantities are limited, so order early if interested in something specific
      - 2. Delivery date for flowers will be on Saturday, April 30<sup>th</sup>
  - c. Buddy Cards – End of March
    - i. Nicole Webb will send out a flyer and open it for a couple weeks after spring break because it has been a year since we last sold them
  - d. Flamingos – Summer 2022
    - i. Kristy Miller and Laura Morales champions
- 6. Grants Report
  - a. Grants report was sent by Marianne Quellhorst via email on March 16<sup>th</sup>
  - b. Whole Kids Foundation \$3,000 grant for the garden due March 11<sup>th</sup>
    - i. Submitted - Worked with Chris Clements and Allie Goodman
  - c. GCF Summertime Kids grants submitted
    - i. Monique Johnson requesting for Summer Scholars
    - ii. Marianne looking for another idea as well
  - d. Next school year’s Learning Links grants are due June 3<sup>rd</sup>
    - i. Coffee Cup
    - ii. Will wait to circle back to staff after the summer grant closes
  - e. Will circle back in Feb 2023 about the books grant with Mr. David
  - f. Paycor Community Fund
    - i. Looking to submit this year, still need dates, need to be nominated and then can apply, need a set project idea

7. Initiative - Equity
  - a. The PRM Equity Group is again meeting in person and virtually tomorrow, Thursday, March 17<sup>th</sup> at Community Happens Here
8. Old Business
  - a. Annual Appeal Letter
    - i. Has been written but was never sent
    - ii. Sara Bourgeois is working to update and send out
  - b. Coffee Cup
    - i. Sara Bourgeois would like to form a small committee to meet and help with ideas for RA
      1. Laura Morales, Allie Goodman, and Marianne Quellhorst volunteered to meet and help come up with ideas
  - c. Foundation Logo recreated - Pleasant Ridge School Foundation (PRSF)
    - i. Sara Bourgeois would like to update the Foundation logo to better reflect the true name of the group
9. New Business
  - a. Cell Tower Applications
    - i. Due April 8<sup>th</sup>
    - ii. Coffee Cup Café
      1. Travel Mugs- Need to replace the mugs for the entire PRM staff

*Next Meeting, April 20<sup>th</sup> at 6:30pm*

*Adjourn; Meeting ends at 7:48pm*

*Minutes prepared by Allison Goodman*

### **2021-2022 Board of Directors**

President: Sara Bourgeois, Vice President: Marissa Albright,

Secretary: Allie Goodman, Treasurer: Meredith Haluga

Voting Members: Birgit Hooker, Missy Kyrilach, Lauren Posta, Marianne Quellhorst, Erin Spears, Tami Kauffman, Allyson Richer, Laura Morales, Amanda Bennett, Esper Tovar and Nicole Webb

Staff Representatives: Kristy Miller, Colleen Arbuckle, Lauren Anderson and Jackie Bonfield