



PRM Foundation - Meeting Minutes

April 20, 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, Ally Richer, Birgit Hooker, Tami Kauffman, Meredith Haluga, Missy Kyrilach, Laura Morales, Erin Spears, and Colleen Arbuckle, Marissa Albright, and Allie Goodman

Call to Order; Meeting begins at 6:37pm

1. Introductions

2. Minutes

- a. March minutes sent by Allie Goodman via email on April 19th
 - i. Tami Kauffman moves to approve the minutes; Laura Morales seconds; motion passes

3. Treasurer's Report

- a. March financial reports were sent by Meredith Haluga via email on April 20th
 - i. Foundation Bank statements were reviewed and signed off on by Allie Goodman and Laura Morales
 - ii. Booster Bank statements were also reviewed– statements were signed by Sara Bourgeois and Laura Morales
- b. Restricted Funds money being spent
 - i. Fence at school garden purchased and being installed
 - ii. Teacher field trips and teacher grants money being spent/reimbursed
- c. Fraud charges – continuing to work with Spotify to close these cards and reimburse for these charges
- d. Network for Good
 - 1. NFG is currently asking for our renewal but we feel more information is needed before we can proceed
 - 2. Are there other companies offering similar services?
 - a. Blackbaud might be another company that does fundraising efforts
 - 3. Anyone with opinions or advice should reach out to Sara and/or Meredith
 - a. A meeting with NFG needs to be set up before a final decision can be made to renew
 - b. What is our deadline for renewal date?

4. Current Fundraisers

- a. Silent Auction – Saturday, April 23rd through Saturday, April 30th
 - i. Nicole Webb championing, event happening online only
 - ii. Watch for more information via PRMRocks
- b. Benkens Flower Sale – Delivery/Pick up date April 30th at PRM
 - i. Tami Kauffman and Lindsey Felder Championing
 - ii. Flowers are all sold (should bring in \$4,500 for PRM)
- c. Sponsorship Team
 - i. We have two sponsors this school year
 - 1. Katie Blomer, pediatric dentist and Erin Fay, Blenk Reality
 - ii. Banners need rehung- both outside and inside
 - 1. Erin Spears and Marissa Albright to handle this task
- d. School supplies – 1st Day School Supplies
 - i. Site is active and can take orders
 - ii. Previous customers have been emailed (twice), but we were going to wait until after transition day to push this out from PRM
- e. PR Margs – Friday, May 13th at Community Happens Here
 - i. Championed by Marissa Albright, Erin Spears, Katie Thompson and Misty Schenke
 - ii. This is a fundraiser (similar to Margaritas & Moms in the past)
 - iii. You must have a ticket to attend
- f. Flamingos – Summer 2022
 - i. Kristy Miller and Laura Morales champions
~Lindsey Felder would also like to champion (*post meeting info)

5. Grants Report

- a. Grants report was sent by Marianne Quellhorst via email on April 20th
- b. Next school year's Learning Links grants are due June 3rd
 - i. Can submit 2 for \$1,250 each
 - 1. Coffee Cup – is one idea, but needs solidified
 - 2. Another idea is still needed
- c. Paycor Community Fund - \$3,000 requested to support field trips
 - i. Well written by Lauren Posta/Marianne Quellhorst in hopes of getting money to support the variety of proposed field trips

6. Initiative - Equity

- a. The PRM Equity Group is again meeting in person at PRM at 6:30pm, tomorrow, Thursday, April 21st
 - i. Discussion about forward progress for next year

7. Old Business

- a. Coffee Cup – in progress with Laura Morales championing
 - i. Moving forward with ideas as well as a software proposal
 - ii. Waiting for more information from \$ before moving forward
- b. Cell Tower Funds – being reviewed by ILT in the coming weeks
 - i. Marissa Albright has submitted on behalf of Foundation
 - 1. Including field trips and staff retreat

- c. Read-a-thon – Update from Erin Spears
 - i. Most successful Read-a-thon to date! Most minutes read, most students reading for the full week, all new classrooms winning the rewards

8. New Business

- a. Request for funding from Sarah Kleymeyer
 - i. Allison Goodman moves to approve her best request, Laura Morales seconds
 - 1. Motion passes unanimously
- b. Succession Planning – New board needed for 2022-2023 school year
 - i. Current board members need to let Sara Bourgeois know their intentions for next year before next meeting (5/18)
 - 1. Sara B. running for 2nd term as Foundation President
 - 2. Vice President role needs filled
 - 3. Meredith Haluga staying on as treasurer
 - 4. Secretary position is open
 - 5. Members at large are always needed

Next Meeting, May 18th at 6:30pm

Adjourn; Meeting ends at 7:36pm

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