

MARINERS ELEMENTARY SCHOOL FOUNDATION

June 2011 Board Meeting Minutes

SCHEDULED TIMES		ACTUAL TIMES		LOCATION
Start	Stop	Start	Stop	Monday, June 6, 2011 Penne Ferrell Theatre
7:00 pm	8:00 pm	7:08 pm	8:18 pm	

ATTENDEES

Officers

X Mike Huntley (Chairman)	X Jaime Weber (Vice President)	Jana Kalinowski (Secretary)
X Dianne Wells (President)	X Lori Williams (Treasurer)	

Board Members and Committee Chairs

X John & <u>Dana</u> Agamalian	Jon & Christin Gurka	X Michael & <u>Patricia</u> Stark
X Jason & <u>Meredith</u> Cagle	Eric & Susan Marking	X Chris & <u>Nanci</u> Terry
David & Teryn Clarke	X <u>Jon</u> & Valerie Minken	Vince & Cindy Valdes
Brian & Laura Cox	X <u>John</u> & Julie Patterson	Matt & Julie White
X Rick & <u>Jami</u> Delgado	X <u>John</u> & Georgia Richards	
X Brian & <u>Georgina</u> Forbath	X Doug & <u>Melissa</u> Robinson	

Principal/Teacher Liaisons

X Pam Coughlin	Cathy Blue	X Bill Buchman
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Additional Attendees:

Todd & Jen Woodward
Carrie Williams
Catherine Snarr
Dorothy Leever
Molly Kassouf

MINUTES

1. Welcome (Dianne Wells)

- Welcome – Call to Order at 7:08 p.m.
- Thank you to outgoing board members and welcome to new board members.
- **2011/12 Board Members**

John & Dana Agamalian
Jason & Meredith Cagle
Brian & Laura Cox
Rick & Jami Delgado
Brian & Georgina Forbath
Jon & Christin Gurka
Stephanie Henry
Mike Huntley & Laura Forbes
Ron & Jana Kalinowski
Alex & Molly Kassouf
Jon & Valerie Minken

John & Georgia Richards
Doug & Melissa Robinson
Steve & Catherine Snarr
Michael & Patricia Stark
Chris & Nanci Terry
Vince & Cindy Valdes
John & Jaime Weber
Jonno & Dianne Wells
Brendan & Lori Williams
Dave & Carrie Williams
Todd & Jennifer Woodward

- **Executive Board**

- Chairman – Mike Huntley
- President – Dianne Wells
- VP – Jaime Weber
- Treasurer – Lori Williams
- Secretary – Jana Kalinowski

2. Reminders (Meredith Cagle for Jana Kalinowski)

- The May minutes were passed.
- Dave and Carrie Williams were approved to join the board for next year.
- A sample of the next year's letterhead and contact sheet were passed around for corrections.
- We need to have an odd number of members, not to exceed 25 members. We are looking for one more family to join.

3. Treasury Update (Lori Williams)

- No update. Lori briefly reviewed the fiscal actions discussed at the May meeting.

4. Principal's Report (Pam Coughlin)

- Mrs. Coughlin thanked MESF and PTA for their support of Mariners technology needs.
- The purchase orders for Netbooks and carts were given to Dianne Wells. The order will be placed on June 15, but will not be delivered until August 1. The Netbooks will then be stored in the office (which is alarmed) until school resumes.

5. Independence Day (Melissa Robinson)

- **Sponsorship**: Melissa for Jana - We are confirmed for \$10,500 in Sponsorship. The food vendors are TK Burger, Chronic Taco, South Coast Pizza, Maui Freeze and Nothing Bundt Cakes will be providing samples. OC Auto Team is our premier sponsor. The YMCA is providing free crafts and there will be free face painting as well. In addition, if anyone is interested in sanding, painting wooden stars, please contact me. Please consider sponsoring the Community Star program, every little bit counts.
- **Celebration**: Dorothy Leever and Teryn Clarke will help with parade; Becca Gottlieb and Jaime Delgado will coordinate opportunity baskets. Georgia Richards is leading the ticket sales. Melissa circulated a volunteer sign-up sheet for the day of the event.

6. End of the Year Party (John Richards)

- The party will be Friday, June 17, 6:00 pm at the Tee Room.
- The menu is set. An e-blast was sent out, as well as a phone call home made by Jan Davis.
- There will be on-campus ticket sales on Thursday and Friday of next week.
- We will be able to use the putting green for a contest.

7. Penne Ferrell Theater Sound System Update (Dana Agamalian)

- Al (the sound technician) and Sara Lunsford (school play coordinator) are working together. They upgraded to a 24-channel mixer. Everything will be installed for sixth grade promotion and the talent show. There needs to be some training for the individuals using equipment. Brian, our custodian, is most critical in learning the operations.
- The line item for PFT improvements in 2011-2012 will be \$3500. Additional needs could be met through a "fund-a-need".

8. 2011-12 MESF Committees/Jobs:

- a) **Kindergarten bags** – Kindergarten staff
- b) **Legacy/Bench Tiles** – Georgina Forbath
- c) **Directory** – 2 chairs are needed to coordinate ads and designing.
Dianne suggested contracting out design services. Jon Minken and Nanci Terry will assist with editing. Patricia Stark and Jaime Delgado would like to review the software before committing.
- d) **Pledge** – Jaime Weber, Chair
- e) **Fall Fundraiser**, Friday, 11/11/11, NHYC, "Love Boat" theme

- i) Molly Kassouf, Chair, Event
- ii) Carrie Williams, Catherine Snarr, Co-Chairs, Donations/Auction
- iii) Dianne Wells, Wrapping
- iv) Underwriter - Georgina Forbath
- v) On-line ticket sales – Christin Gurka

Nanci Terry asked if Donations Chair should also be working on Directory sales. Carrie Williams suggested creating a package for sales options. She and Catherine will work on it.

- f) **Art Walk Chair** – Jen Woodward, Lori Williams, Nanci Terry; Food Donations – Laura Cox
- g) **Independence Day Chair** -
- h) **Ralphs Contribution Program** – Stephanie Henry
Stephanie reminded everyone to re-register his or her cards in August/September.
- i) **Science Program Coordinator** – Patricia Stark (coordinates Discovering Science, teachers)
Dates are already set for next year.
- j) **Music Program Coordinator** - Patricia Stark (coordinates K music, choir, band)—a Kindergarten teacher will schedule the Kindergarten music program.
- k) **Technology Coordinator** (coordinate program needs) – Meredith Cagle and Brian Cox
- l) **Foundation Social**, September 2011 – Laura Cox
- m) **Website** – Christin Gurka
- n) **Penne Ferrell Theater** – Dana Agamalian – There probably won't be any bond money for any upgrades for a while or at least until 2017.
- o) **Fund Development Coordinator** – New position, we will revisit it later.
- p) **Storage Keeper** – Jana Kalinowski

9. Art Walk Update (Nanci Terry)

- The event grossed \$34,500 and the net income was approximately \$28,000.
- Tickets and underwriting brought in \$15,500; Art Sales were \$18,925. There is about \$1,000 outstanding in collections.
- They sold more than 270 tickets plus complimentary tickets and there were more than 300 people in attendance.
- The biggest challenge was closing-out. Nanci recommended that next year we have a closeout committee.

10. Playground Improvements (Dana Agamalian)

- The black top asphalt is starting to fall apart. John Agamalian has offered to re-stripe playground for free. We need to provide the slurry maintenance, so the cracks don't become too deep, otherwise it will need to be completely replaced.
- Mrs. Coughlin confirmed that the Foundation is allowed to pay for the slurry process. Dana is working on getting bids for the slurry process.

11. PTA Report (Meredith Cagle)

- The PTA approved \$45,000 in technology to purchase 100 computers, 2 wireless routers and to pay the technology staff for set-up.

Next Meeting, Monday, September 12, 7:00 p.m. in the Penne Ferrell Theater.