

MARINERS ELEMENTARY SCHOOL FOUNDATION

May 2011 Board Meeting Minutes

SCHEDULED TIMES		ACTUAL TIMES		LOCATION
Start	Stop	Start	Stop	Monday, May 2, 2011 Penne Ferrell Theatre
7:00 pm	8:00 pm	7:08 pm	8:35 pm	

ATTENDEES

Officers

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

Board Members and Committee Chairs

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

Principal/Teacher Liaisons

X Pam Coughlin	X Cathy Blue	X Bill Buchman
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Additional Attendees:

Stephanie Henry
Lizzy Reese
Rebecca Gottlieb

MINUTES

1. Welcome (Dianne Wells)

- Welcome – Call to Order at 7:08 p.m.

2. Reminders (Jana Kalinowski)

- The April minutes were passed.
- The Proposed Budget for 2011/12 did not pass.

3. Treasury Report (Lori Williams)

- Present Status:** Lori explained that she will be using Proposal "A" as a starting point for this discussion. We are working on spending down the budget. We have 3 accounts: The Etrade account is \$3600; our Money Market account is \$54,000; and as of today, the checking account is \$130,516.75. We have some additional expenses and income, for example, sound system upgrades, Discovering Science, Independence Day and Art Walk. Our estimated income for the end of 2011 is \$144,516. We have a large payment coming at the beginning of September 2011 for teachers' aides. We have \$40,000-quarterly payments, as well as Discovering Science.

We have income from Independence Day and Pledge Drive for the beginning of the fiscal year. Lori is conservatively recommending that we end with \$75,000 for the 2010/2011 fiscal year.

- **Questions:**
How much should we "spend down" the budget?
How much do we allocate for technology needs? See attached Computer Needs Form provided by Mrs. Coughlin.
- **Mrs. Coughlin:** As the discussion continued, Mrs. Coughlin informed us the technology needs for our school to convert from Mac to PC. (Please see attachment) The PCs are to replace our existing Macs because the AR/AM will not run on the current computers that are older than 2007. 77 of our Macs have an Intel chip, which they are still able to run AR/AM. In addition, the PTA is purchasing 100 computers. Mrs. Coughlin's priorities are: 1) replace 100 Macs with refurbished HPs; 2) Netbook Carts (36 per cart) for 5th and 6th grade classes; 3) Responders for AM; 4) Scanners for AM (our current ones are 9 years old).
- **Current Budget Proposal:** Lori then shared that we have three options for the current budget proposal.
Option 1 includes a \$16,000 facility line item and \$25,000 line item for technology. It includes a \$52,910 spending deficit. Closing fiscal balance for 2011/12 would be \$91,606. This budget assumes one Netbook purchase in the fall and no other computer purchases.
Option 2 is a partial computer purchase. We would purchase one set of Netbooks now. We leave the \$25,000 line item for computers for next year and remove the \$12,500 of increased facility expenses. We would end with a deficit spending of \$40,410 and a projected year-end cash balance of \$79,106. This option assumes one Netbook purchase now and another in the fall.
Option 3 is a full computer purchase. This proposal assumes that we purchase 2 Netbook carts now (with 72 Netbooks). We reduce the computer purchase line item to \$4000 and remove increased costs. This leaves deficit spending of \$19,410 and a projected year-end cash balance of \$75,510. We took an informal vote to see which budget the members wanted to move on for approval. All board members showed a raise of hands for the 3rd option. We then discussed changing the facilities line item for next year from \$16,000 back to \$3500.

MOTION

Lori Williams moved to approve changing the technology line item in the 2010/2011 budget to \$42,000.

Seconded by: Nanci Terry

Result of vote: ADOPTED

4. Principal's Update (Pam Coughlin)

- **Science:** Mrs. Coughlin shared that the students love the science program.
- **Next Year:** Mrs. Lang will be teaching a 1-2 combination class. Mrs. Coughlin is also planning to have 4 Kindergarten classes, which will utilize 3 of the teachers' aides. She is proposing that 1 aide work half of the time with Kindergarten and the other half of the time in the 1-2 combination.
- **Partitions and Chairs:** She loves the new addition to the Penne Ferrell Theater.

5. Art Walk (Nanci Terry & Lori Williams)

- All of the classes have their project ideas turned in.
- TK Burger, Chronic Taco and Caliente will provide the food. There will also be pizza available.
- Joel Desguin offered to donate water bottles, but the ENC will not let us use plastic bottles. The water will be donated to the 4th of July instead.
- We have \$5000 in Underwriting so far; they expect it to double by the night of the event.
- They still need help with ticket sales.
- **Bar:** The ENC is concerned about the alcohol being served, so Rory O'Neil is coordinating "dad" bartenders to assist with the bar stations that night. There will be 2 bars, each with 2 bartenders, one of them being a parent. There will be Vodka and mixers, beer and wine.
- The expenses are more this year.

6. Independence Day (Melissa Robinson & Lizzy Reese)

- **Sponsorship:** OC Auto (The Pattersons) are sponsoring at the \$2500 level.
- **Celebration:** They are looking into renting a photo booth to get the older crowd more interested.

7. Fall Fundraiser (Dianne Wells)

- The Fall Fundraiser is tentatively set for November 11th at the Newport Harbor Yacht Club. It may move to November 4 or 5.

8. Music (Patricia Stark)

- Ms. Fairbanks has been paying House of Music for instrument repairs as needed and then MESF reimburses her each time. Ms. Fairbanks requested that MESF either give a check to House of Music to cover repairs, which would gradually be deducted from the money paid upfront (invoices would be generated to keep track of repairs performed); or Ms. Fairbanks would like us to consider making a purchase order with House of Music, so she doesn't have to be involved in the process. As of now, students are paying \$50.00 for band or choir. Patricia suggested that we raise the amount of the band or choir fee, if need be, to accommodate this change.
- **Mrs. Hoppy:** Mrs. Blue asked that MESF continue to pay for Kindergarten to receive music from Mrs. Hoppy.

9. Tiles (Mrs. Blue)

- Mrs. Blue asked to have the Foundation pay for a substitute, so she can have one day to do the 6th grade tiles. She is wishing to use the science room on a Thursday or Friday, either the first or second week of June. They will only sell 30 tiles for 1 bench.

10. End of the Year Social (Dianne Wells)

- Dianne Wells is looking for someone to coordinate the End of Year Mixer for the MESF. The date is to be determined.

11. Party of the Year (John Richards)

- Party of the Year is on Friday, June 17, at the Tee Room, 6:00-10:00 p.m. There will be a putting contest with a trophy. \$50.00 will be the admission at the door.

Next Meeting, Monday, June 6, 7:00 p.m. in the Penne Ferrell Theater.