

Mountain Phoenix Community School Foundation

August 18, 2015 Meeting Minutes

- I. **Call to Order** at 1840. John Kaltenbach, Rich Peters, Lora Adams, Carla Mead, Kim Harr, Ruth Trode, Amy Pardue, and Tammy Anander present

- II. July minutes and August 10, 2015 minutes approved as amended

- III. Review and Approve Budget
 - Draft Budget
 - Expenses

Fun Run	500
Waldorf Certification	20,000
Professional Development	20,000
Cost of Best Grant	10,000
Auction	7,000
Annual Give	1,000
Miscellaneous	500

 - A. \$38,820 in funds as of 8/17/2015
 - B. Main income sources for the Foundation are Fun Run, Auction, and the Annual Give
 - C. Main income sources for the Parent Council are Pizza Friday and Passive Fundraising such as the grocery cards
 - D. Ruth and Kim have a power point about how to use grocery cards to present at Back to School Night
 - E. Carla will create a form for funds application
 - F. When looking at funding requests we will determine if they are for capital improvements
 - G. Set the expectation that recipients will have their grant approved in writing before spending the funds
 - H. The Foundation budget must include a reserve
 - I. Budget approval tabled until the next meeting

- IV. Colorado Gives
 - A. Carla submitted to day and will follow up tomorrow to be certain it was received
 - B. Rich filed for a three-month extension with the IRS

- C. We will need to update the Colorado Gives record after the 2014 taxes are submitted

V. Fun Run

- A. Still looking for a chair or co-chairs
- B. Heather Lee is willing to assist
- C. Dirk needs to reserve the park
- D. Mr. Kern will schedule the Fun Run
- E. Sandra may have a copy of the pledge form
- F. Offer incentives to teachers for their classroom
- G. Require certificate as a charitable organization rather than a not-for-profit
- H. Ask parent reps to work with teachers to figure out what they want and how much it will cost
- I. April Shaver is the parent rep coordinator

VI. New Foundation Board Member

- A. Carla nominated Tammy Anander to be the new treasurer
- B. John seconded the nomination
- C. Tammy was approved unanimously
- D. Tammy and Rich will work to make the transition
- E. Rich will let the Board know what we need to do for authorized signers of the bank account at the next meeting

VII. Jeff Wilhite will meet with Carla and John to discuss how Foundation can support the school.

VIII. John will send out a calendar with upcoming dates

**IX. Next Meeting: Monday, September 21, at 1830
Location TBD**

X. Adjourned: 2026