

Mountain Phoenix Community School Foundation

September 19, 2015 Meeting Minutes

- I. **Call to Order** at 1843. John Kaltenbach, Rich Peters, Lora Adams, Carla Mead, Kim Harr, Ruth Trode, Tammy Anander, Sandra Konta, Lauren McDonnell, and Terry Cabeen present
- II. August 18, 2015 minutes approved
- III. Treasurer's Report
Balance \$34,644
- IV. Fun Run
 - A. Carla Mead and Heather Lee are co-chairs
 - B. Carla will check to see why Rich is receiving Gmail notice of each payment; should be going to John
 - C. Carla will see if she can pull numbers to a spreadsheet to credit funds to the appropriate teacher's room
 - D. Have nine volunteers; need a total of 20
 - E. Judges must commit to six hours of volunteering; will provide with food, drink during time working
 - F. Suggestion: pledges must be in by October 31 or they will not count toward the classroom total
 - G. Suggestion: Ask Little Man, Sweet Cow, Scrumptious to sponsor an ice cream party for the class that raises the most funds
 - H. Or: A cash bonus for the class that raises the most funds
- V. Corporate Resolution
 - A. Signed by president, vice-president, and treasurer; witnessed by secretary
 - B. Rich is no longer a signatory on the PC account or the CD account; He needs to be removed from the Foundation parent account and the Fidelity account
 - C. Motion to accept by Carla Mead; second by Kim Harr
- VI. Keys to lockbox: held by John, Carla, Tammy, and Ruth
- VII. Budget: tabled until October meeting

- VIII.** Anticipated Requests for funds
 - A. Items to be added to school budget
 - 1. Half-time faculty member for Community Arts
 - 2. Fiber cable to the middle school
 - B. Playground
 - C. Surveillance at the main gate, including cameras and remote control to admit people
 - D. High school exploration committee
 - E. Funding to assist new teachers with start-up supplies

- IX.** Professional Development or Procurement Form
 - A. Carla presented a template to the Foundation Board
 - B. Carla will make requested changes and send to Dirk and Kelly for approval

- X.** Grant Writing
 - A. Lauren McDonnell is willing to undertake
 - B. John will email Gina Schley to obtain previous grant information and to introduce Lauren to Gina

- XI.** SCRIPS Cards
 - A. 96 signed up, with 29 from previous launch
 - B. Ruth will present demonstration to classroom representatives on September 20, 2015
 - C. Some merchant cards are reloadable, but others must be replaced after the initial upload is spent down
 - D. Ruth suggests investing in some of the popular cards to keep in a binder in the business office safe for purchase
 - E. Rich suggests limiting the initial investment to a few popular businesses, such as Sprouts and Chipotle

- XII.** Auction
 - A. Venue will be Rocky Mountain Regional Airport
 - B. Committee chairs working to negotiate an air trip to Telluride as the door prize
 - C. Gesture will accept bids via texting; trying to establish stable cell phone connection in facility
 - D. Looking for bids for catering this year

- XIII.** Colorado Gives

- A. Waiting for notification of approval
- B. Should know by October 1st
- C. Once in, can create a profile
- D. Will try to tie it in with the Annual Give: If donate December 8th, we can tap into CO Give funds
- E. Discussion
 - 1. Present as the best way – CO Gives Day
 - 2. Or the easiest way – spaced out into monthly donations
 - 3. Discussed lowering the ask to increase participation
 - 4. Organize around two real pushes: December and Spring
 - 5. Encourage small donations but regular participation

XIV. Gift Request for web builder and graphic designer

- A. Request from administration for gift cards equaling \$500 and \$250 to the web builder and graphic designer respectively
- B. Discussion
 - 1. School would need to fill out a W9 for tax purposes
 - 2. Conflict of interest – many parents volunteer without compensation
 - 3. The limit for gifts in the financial industry is \$100
- C. The Foundation will not provide the gift cards

XV. Next Meeting: Monday, October 19, at 1830
Location TBD

XVI. Adjourned: 2045