

Mountain Phoenix Community School Foundation

October 19, 2015 Meeting Minutes

- I. **Call to Order** at 1843. John Kaltenbach, Rich Peters, Lora Adams, Carla Mead, Ruth Trode, Amy Pardue, Tammy Anander, Sandra Konta, and Martha Bustos present
- II. September 19, 2015 minutes approved as amended
- III. Treasurer's Report
 - A. Annual Give funds
 1. \$22,825 in 2015 from January 1 until now
 2. Monthly pledges total \$260/month; \$660 outstanding
 3. \$45,101.66 collected from the start of the last school year until now
 - B. Fidelity account \$20,250.06
 - C. Foundation tax report due November 15, 2015
 - D. Account signatures
 1. Rich is off the 1st Bank account; Tammy is on
 2. Rich's credit card is disabled; Tammy will destroy the new card that arrived for him
 3. Fidelity: Judy Cahoone is still on the account; John and Carla are on the account
 4. Rich will find Judy's resignation letter and tender his own resignation
 - E. Classroom account: ECE money has been moved into the main account to cover the playground equipment check
 - F. Classroom funds will follow the classroom and remain with the new teachers, not the teachers who leave the school
 - G. Professional development checks need to be reconciled to see if any are still outstanding
 - H. **Action**: John, Rich, and Carla will send Tammy their spreadsheets
 - I. Fun Run funds: the PE department will receive 5% of total donations; have \$1,000 in their account from last year
 - J. Funding request submitted verbally from administration for \$300 from Foundation and \$300 from Parent Council to pay for the meet and greet held in September
 1. They should fill out a request for funds to create an audit trail
 2. Rich moved to pay the \$300; seconded by Carla. Passed with 4 aye votes and 1 nay,

K. Parent Council Treasurer's Report

1. \$5, 180 in the black, mostly from Pizza Friday funds
2. Invested \$8,000 in on-hand gift cards
 - a. Cards available in the office Monday – Friday
 - b. Can get pre-ordered cards (reloadable) at Winter Market
 - c. Whole Foods grocery credit has been extended by 3 months, yielding an extra \$774.46 for a total of \$2,034.66 for the playground
 - d. SCRIPS cares are in a binder in the office that can be kept in the safe; can pre-order online

IV. Professional Development Proposal

A. Sent from Kelly to John

1. 14 lead teacher are not Waldorf certified
2. Kelly would like that to be the focus of Foundation funding
3. Disbursement suggested: \$2,000 per teacher for 14 teachers
4. Cost per teacher is \$24,000 over 3 years

B. Art of Teaching

1. Cost is about \$28,600
2. School pays for 22 lead teachers
3. Should be part of the operations budget
4. May ask Foundation for some matching funds; total school budget for teacher education is about \$37,000

C. Foundation Studies

1. Currently in second year
2. Most of the teachers are counting on being funded again this year
3. Will finish at the end of May
4. Teachers must sign up for training now

D. Kelly was invited to this meeting

E. **Action:** John will invite her to speak about her request at the November meeting

F. The board will make a decision in November

1. We do not know at this point what funds will be available
2. We need to cut back on funding to build a reserve

V. Fun Run

A. Carla met with the teachers to assess their opinions on how it went

1. Liked having volunteers to count laps
2. Liked staggered starts for the children

3. Liked having lump sum pledges for children 4th grade and under; per lap pledges for children 5th grade and older
4. Next year would like children to bring their water bottles
5. Next year need two water stations
- B. **Action:** Carla will make a spreadsheet for donations sorted by class and get the deposits ready for Tammy

VI. Colorado Gives

- A. The account is ready for use
- B. Gina and Carla will co-chair transition of Annual Give to Colorado Gives
 1. Soft launch November 1, 2015
 2. Table at Winter Market November 21, 2015
 3. Possible banners and bumper stickers
 4. Donors can schedule the payment for December 8th beginning on November 1.
 5. Theme: Give what you can on December 8th
 6. **Action:** Carla will work with the school district printer to create a tri-fold brochure with a breakdown of where the money goes to send home with children the week before Thanksgiving vacation
 7. December 2 - 8 will do a phone-a-thon
 8. Will send a separate email out after our email is updated to go to Colorado Gives site instead of Stripes account

VII. Auction: Tabled until next meeting

VIII. **Action:** John will investigate how to amend the by-laws to increase the board from 5 members to 7

IX. Next Meeting: November 9, 2015, at 1830
Location TBD

X. Meeting adjourned at 2044