

## **Friends of Coonley Board Meeting**

**Sep 10, 2019, 7:15p.m.**

**Board Members in attendance:** Ellen McGarry, Brooke Odem, Brooke Roark, Christina Kreidler, Stephen Laslo, Inka Cherry, Kathy Alvarez

**Honorary Board Members in attendance:** None

**Guests in attendance:** Julie Brown, Cynthia Galvan, Amy Lawless, Sandy Morris, Tina Krajewski, Rhonda Gettelman, Esther Storrie, Miranda Kerr, Jason Star, Sherry Skalko, Michelle Ryckman, Christi Christian, Tanya Stippich, Renee Schneidewind, Michael Gillespie, Reneé Girardin

**Call to order** (B. Roark): Called meeting to order at 7:15p.m.

**Personal Introductions** (B. Roark): It being the first meeting since school started, B. Roark started off introducing herself, followed by all Board members present, as well as guests.

**Review and Approval of Meeting Minutes** (B. Roark): B. Odem made motion to approve Aug minutes. E. McGarry seconded. All approve.

**Treasurer's Report** (K. Alvarez): It was a busy summer for Finance as we had lots of investments. Some of the larger items were 8th Grade Graduation (\$), Spring Play (\$), and Snowplow (\$).

We also had \$49k in income over the past 4 months to the end of August, \$6k of which was from Coonley Core, \$14k from the Spring Play, \$3k from a Family Grant, and \$1k from Coonleywear.

At the end of August we had Net Funds of \$802k with \$231k in Committed Accounts.

K. Alvarez motioned to approve May-August financials. S. Laslo seconded. All approved.

K. Alvarez motioned to approve additional \$12k to fund admin costs (Greater Giving fees, Quick Books fees, off-site storage, MailChimp subs, ConstantContact subs). I. Cherry seconded. All approve.

We also created individual budgets and are looking to review our spending plan in the next couple of months.

The Board met in June to discuss, finalise and approve budgets (see attached schedule).

**LSC Update** (E. Storrie): Nothing to report.

**Volunteer update/Help needed** (B. Roark): Discussed continued search for volunteer to assist with website, Sandy Morris volunteered. Sherry Skalko to help with training on Weebly.

Call for volunteer(s) to head up bi-weekly folder stuffing (every 2nd and 4th Tuesday of the month). C. Kreidler offered to run it in the interim and to assist any volunteers.

Elisha Jurewicz to continue being Room Rep Coordinator.

**Summer Recap** (B. Roark): Received a check for \$2.2k from Ribfest. Lower than in prior years due to change in date meant fewer volunteers. Funds go to FieldTrip Account.

Thank you to all who helped move the old storage room to off-site storage, as that space has now been turned into Special Education classroom. Tina Krajewski echoed this sentiment as her daughter is using the new classroom.

The New Parent evening was attended by approx. 50 people at ROCKS. Mr. Z & S. Laslo also attended.

Teacher Meet & Greet went well with lots of Core sponsors setting up on the blacktop. We had more food trucks than expected and even got a giveback (\$180) from Kona Ice.

The Back-to-School Coffee was impacted by the rain but leftovers were donated to teachers lounge as well as Common Pantry. Very well received by both.

We also have each staff member a \$5 gift card to Starbucks and treated them to pastries in the first week of school.

**Box Tops** (C. Kreidler): BoxTops are now going digital. This means the logo has changed to blue & pink and people wanting to “clip” boxtops will need to download the app and scan their receipts within 2 weeks of purchasing eligible items. The scan will automatically credit Coonley. Directions for the change and how to download the app and scan receipts have been in the weekly blast and will continue to be. Action on S. Skalko to add them to the FOC website. There will also be a raffle during the two Open House nights for people who can demonstrate that they have downloaded the app. C. Kreidler showed the prize basket to the Board and guests.

**Pride Stride** (B. Roark on behalf of M. Commons): Pride Stride is Oct 11th. Saioa Sieracki is partnering with M. Commons this year. Won't set rain date until needed.

Brochure, Boosterthon and signups will be going out starting Sept 25th.

This is our 10th Pride Stride and is therefore being called “What's your X Factor?”.

Our goal is \$130k - same as last year. \$90k to go to teachers assistants. And then we will have tiers for enrichment enhancements (eg. heart rate monitors for Gym, a sound board for Drama/Music).

Also partnering with Coat Angels / CoonleyCares again (B. Roark explained what Coat Angles is for new guests).

John Zachar has again volunteered to be Cougar.

**Teacher Appreciation** (E. VanAwken): This year we are doing a number of 'events' for the teachers: Load the Lounge (3 times this year by combining 3 grades at a time), lunch during Report Card Pickup, holiday breakfast during the holidays and pizza during G&L happy hour during Teacher Appreciation week.

E. VanAwken motions to approve \$3.5k annual budget to cover above food costs for 100 people at a time. K. Alvarez seconds. All approve.

New this year is that we will ask Room Reps to not collect money from their classroom funds. This will hopefully make the job less onerous and enable FOC to make the holiday gifting of teachers more equitable by asking for direct gift card donations by volunteers. Room Rep signups will go out during Open House.

**K-2 Dance** (I Cherry): Saioa Sieracki and Suzie Foster co-chairing the dance this year. It will be on Oct 25th and is called the “Monster Bash”. Call for volunteers has gone out in the last blast. B. Odem said she’d been in contact with MK Photography and Armando (DJ) to contract them for the dance.

Armando costs came in at \$650 (same as last year). I. Cherry motions to approve the contract. S. Laslo seconds. All approve.

K. Alvarez to call MK Photography as their costs have gone up again (now at \$775). Board to hold email vote subject to the outcome of that phonecall.

**Administration Report** (S. Laslo): We completed the new mechanized basketball rims in the gym but before we could start on the floor improvements and volleyball court extension, there was water damage. CPS now has to assess the extent of the damage and undertake repairs before, which will most likely combine with the gym floor repairs/additions FOC had voted to undertake.

We have also purchased the snowplow ready in time for winter and are hoping this will allow continued outdoor recess on the blacktop even during the winter, as well as safer sidewalks around the school.

**Spring Fling** (B. Odem): Spring Fling is March 21st. We are moving from DANKHaus to Rockwell On The River. Haven’t yet asked for volunteers as we will wait to see who returns from last years committees.

**Any Other Business** (B. Roark): Proposing to hold call-in meeting for the Board at 2pm on the 2nd Tuesday after a Board Meeting to discuss any business that may have arisen in the time between scheduled Board Meetings.

B. Roark to send out doodle poll to see if this date works for most Board Members.

**Playlot Space** (E. McGarry): Finished the painting of the playlot just in time for school to start. It looks great and is getting positive feedback.

In Jan we will start to work on the Cubs Diamond Project grant (up to possible \$250k), which we could use to improve the lighting, benches, turf, etc.

Some other ideas are new soccer goals (\$1.6k), tetherball structures, portable volleyball nets, flags for football, chalk. E. McGarry to discuss with Ms Collins and propose a budget to Board for approval.

Meeting finished at approx. 8:30pm.

Minutes prepared by I. Cherry.

Next FOC meeting scheduled for Tuesday, Oct 1st, 2019.

**ITEMS APPROVED:**

- August Meeting Minutes
- May - August Financial
- \$12k allocation to committed funds for administrative expenses
- \$3.5k 2019/2020 budget for food items relating to Teacher Appreciation events
- \$650 contract for Armando for K-2 Dance

**ACTIONS ASSIGNED:**

- S. Skalko - train Sandy Morris on FOC website
- K. Alvarez - call MK Photography re contract cost for K-2 Dance
- B. Roark - doodle poll for interim Board call-in dates
- E. McGarry - budget proposal for additional playlot enhancements

**GUEST CONTACT DETAILS:**

# SIGN-IN SHEET

Name	Email
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**BOARD BUDGET APPROVAL FROM JUNE:**

Friends of Coonley FY2020 Budget  
June 17, 2019

	1st	2nd	Yay	No	Abstain	Status	Notes
Auction	Inka	Kristin	6			Passed but Board approval needed on ticket	
Coonleywear	Kathy	Brooke R	6			pricing	Expense budget approved, final ticket pricing pending
Dances	Ellen	Brooke O	3	3		Pass	Approved @ 58 ticket price
3-5 Dance						Pass	separate budgets inherently approved with overall dance vote
6-8 Dance						Pass	separate budgets inherently approved with overall dance vote
K-2 Dance						Pass	separate budgets inherently approved with overall dance vote
Movie Night						Not Passed Yet	Pending approval pending concession pricing decisions
Core	Ellen			6	1		Just revenue guidance/target; 2019 achieved \$24.5k, goal approved for \$20k
Best Buddy + Special Olympics	Brooke O	Christina	6			Pass	Christina motioned with the recommendation to move Box Tops up to \$1500
Field Trip Fund	Christina	Kathy	6			Pass	
General Operating	Kathy	Inka	6			Pass	Adjustments discussed noted on the revision included here
Pride Stride	Brooke O	Brooke R	6			Pass	Reduced target revenue to \$120k

Note: There is no budget for Coonley Cares as it is 100% pass through

Budgets, as revised, included in this workbook ---->

Board Attendance

- Kathy
- Inka
- Brooke R
- Brooke O
- Christina
- Erin
- Ellen (phone)
- Kristin (phone)
- M. Laslo (absent)