



Birmingham Falls Foundation
Board of Directors Meeting – August 24, 2011 6:00 PM-8:00PM
Birmingham Falls Elementary School

Attendees:

Scott Holloway, Mary Guiney, Graeme Payne, Joe Vega, Lillie Pozatek, Amy Sayless (PTA,) Barbara Halbert (PTA), Susan Matzkin

I. General Agenda

- A. Welcome remarks
 - 1.

II. Committee Updates

- A. General
 - 1. None
- B. Finance (Graeme)
 - 1. Need to get May budget from Sandra Nichols
 - 2. We currently have \$21K starting point
 - a) We have about \$9K to spend
 - 3. Percentage-based budget
 - a) Will move 1% left over from general distribution to GNA
 - 4. For 2nd semester, BFES needs to renew IXL. Could we distribute these funds first? The Foundation will consider
 - 5. PTA no longer needs the 4% for Discovery zone. This will be funded from within the PTA budget
- C. Programs (Fundraising, Other Activities)
 - 1. General fundraising – N/A
 - 2. eBay Store
 - a) Have not gotten any volunteer responses
 - b) We will table eBay for this school year
 - 3. Footrace for the Falls 2012 (Scott)
 - a) Looking for volunteers.
 - b) 4th Saturday in March. Working with Gary from Race Promotions
 - 4. Tanner Photography (Joe)
 - a) Nov 12 and 13 are the dates. Will use BFES
 - b) Joe needs to send building request form
 - c) Tanner will pay the Fulton County janitorial fee
 - d) Joe will need help that weekend...out of town

- e) Joe to send Graeme the Tanner form for potential online registration
5. Harry's Farmer's Market 5% Day – Scott
 - a) We got ~\$3400 from day at Harry's
 - b) Considered options to get more families to BFF outings in the future
 6. Brick and Paver (Lillie)
 - a) Scott handed forms to Lillie from parents that wanted to purchase a brick
 7. Silent Auction (Mary)
 - a) Silent auction same type event as last year
 - b) Date is October 22 or 23, week before Halloween
 - c) Separate silent auction meeting will be scheduled
 8. Outdoor Classroom / Courtyard (Susan)
 - a) Susan has a Courtyard task force to determine needs / usage / community involvement
 - b) Several meetings will be held this year to flesh out plans
- D. Communications / Other
1. Graeme and Scott will meet regarding web site updates
 2. Newsletters go out every other Thursday
 - a) We can send content to Alex Dean, we should proof read first
- E. Parliamentarian Report (Lillie)
1. No update
- F. Other Reports
1. Principal / Administration Report (Susan)
 - a) Field Trips – some families cannot afford field trips. This could be handled by the BFF discretionary amount
 - b) Need to look at Foundation Charter to see if this is an expense we can support. Lillie to investigate.
 - c) Susan presented information on Professional Learning Community
 2. PTA Update (Barbara)
 - a) Check writing campaign generated \$4000, way under target amount
 - b) Membership down 200 members
 - c) PTA does not have a Discovery Chair for Kindergarten
 - d) PTA will sponsor a bully prevention assembly
 - e) First meeting next Tuesday August 30, 9:30am. Lillie will represent BFF
 - f) Carnival will take place this fall, September 24. Need volunteers
 3. LSAC Update (Barbara TDY)
 - a) First meeting September 14; will elect new chair and a vice-chair
- G. Additional Items / New Business
1. Could include a giving tree concept in the school's web page
 - a) We are considering one location on the school web where you can place all of the school's needs. Donations would go towards a specific need
- H. Other items / open discussion
1. An IXL expense will be coming. It will be budget from grade-level amounts

2. Will now be incurring a cost to maintain a web site, \$15-\$20 / month
3. Will schedule a dinner between PTA and BFF. Date TBD

I. Next meeting – Wednesdays is our meeting day. Next meeting date TBD

===== end of meeting minutes =====