



Birmingham Falls Foundation
Board of Directors Meeting – February 10, 2010 7:00 PM-9:00PM
Highland Manor Clubhouse
Version 1.0

Attendees:

Ira Weinstein, Kristi Rosenbaum, Sari Braderman, Scott Holloway, Sandra Nichols, (PTA,) Barbara Halbert (LSAC Chair), Susan Matzkin (Principal), Lillie Pozatek, Leigh Halsema

I. General Agenda

- A. Minutes from January meeting were approved

II. Committee Updates

A. General (Ira/Kristi)

1. Discussion of pre-approved funds for grade levels rolling over vs being pulled back to the BFF. (Kristi)
 - a) Vote was put off until end of the meeting.
 - b) At the end of the meeting it was realized money cannot sit in the school's accounts from year to year easily. The unused funds will be pulled back into the BFF at year's end.
2. BFES Business Partnerships (Ira)
 - a) There was a meeting with members from BFES, PTA and BFF. It was determined there are 3 types of business partnerships. These are the guidelines: 1) Big Corporate Entities (ie. Publix, True Blue GA Natural Gas) – these will partner with BFES. 2) Programs and Event based entities (ie. Chick Fil A, Pretzel Factory) – these will partner with the PTA. 3) Local Businesses (ie. Photographers, party organizers, etc) – these will partner with the BFF.
3. Website Domains (Ira)
 - a) The BFF will renew www.supportbff.org and will add www.supportbff.com and let all others expire.

B. Finance (Sandra)

1. Sandra reviewed the donations from Jan and Feb 2011.
 - a) \$1500 grant from the Dream Weaver Foundation
2. 2010 Audit is complete and ready to file
3. Race Sponsors
 - a) Up to approx \$2400 in race sponsors as of 2/10/11

C. Distribution / Funding Requests (All)

1. Second round of distributions
 - a) Approx \$10,000 was distributed to the pre-approved categories including the Principal's discretionary fund. Leaving approx \$19,000 in the BFF account.
2. AED
 - a) Melissa is conducting research into possible grants. A county official has asked to have that model approved before we move forward.

D. Programs (Fundraising, Other Activities)

1. Brick and Paver Campaign (Sari)
 - a) Warmer weather approaching, hoping to have the engraving done soon.
2. Footrace for the Falls (Sari / Kristi)
 - a) Kristi showed the new medals for winners
 - b) A few runners have started registering, looking for a push at the end of the month
3. eBay store (Scott)
 - a) Met with Susan Matzkin to discuss and decided the teacher will be there for backup and facilities and the parent volunteer(s) will take the lead on all topics
 - b) Waiting on Coleen Taylor to give approval to begin soliciting parent volunteers
4. Gift catalog idea (Scott)
 - a) Ira will look into web engine to support this No Update
5. General fundraising (outdoor learning center)
 - a) Scott toured several area schools with Kathy Johnson and Cindy Eade (City of Milton) to see their outdoor learning centers. Most were more concerned with plants and water features and gardens.
 - b) Scott needs to meet with Susan Matzkin and a group of teachers to discuss placement of the structure on the grounds. The new city contract might have some restrictions.
 - c) Learned nothing from the tour that should stop us from moving forward with our current design but will see if placement on the grounds changes the design at all.

E. Communications / Other

1. BFF website
 - a) Various updates completed
 - b) Updates on race page and removal of PayPal pending
 - c) Jeff Petowitz will take over changes to the website once Ira is no longer involved
2. BFF newsletter – pending (volunteers needed)
 - a) Ira needs help in creating articles

F. Parliamentarian Report (Kristi)

1. Update on Intergovernmental Agreement (City of Milton/Fulton County) for grounds use.
 - a) There has been a temporary agreement of 90 days for youth Flag Football to be played with portable bathrooms with no persons coming inside the school.
 - b) This delays the 5 year agreement for further discussions.
 - c) Currently we are discussing YOUTH ONLY programs.
 - d) We have learned there is a 90 Out Clause for either entity in case the relationship isn't working.
 - e) The next meeting with Fulton County and Milton is 2/14/11.
2. Call for a new Parliamentarian.
 - a) Kristi cannot continue to function as both co-President and Parliamentarian due to time constraints and has called for volunteers. Lillie Pozatek said she could do it but cannot make the PTA meetings. It was discussed and due to the close relationship of the PTA and BFF it was decided this would be acceptable. Motion was made, seconded, and approved to have Lillie Pozatek become the new Parliamentarian.

G. Other Reports

1. Principal / Administration Report

- a) Susan Matzkin presented details regarding the Fulton County School Improvement Plan. She reviewed in detail the data regarding the current scores and plans a 3% improvement per year in each of the areas.
- b) Susan Matzkin presented the data regarding the Milton Cluster Elementary Schools CRCT Comparisons. She explained the value of the data now available and how she would work to get the teachers to “own” the data.
- c) There will be a new Vision Task Force headed by Susan Matzkin to develop a Vision and Mission Statement for BFES. There will be 6 weekly meetings beginning March 1st and ending April 12th at which time the new Vision and Mission Statement will be revealed to the staff. Leigh Halsema will represent the BFF on this task force.
- d) Principal’s Coffee – the first one was received well at Scottsdale Farm. Looking forward to the next one.
- e) Upcoming Principal’s Blog – It will be positive based comments only so all comments will be approved by the Principal and there will be no anonymous postings allowed

2. PTA Update (Amy)

- a) No Update

3. LSAC Update (Barbara)

- a) Reported the latest meetings were centered around the City of Milton/Fulton County use of grounds contract negotiations.

H. Additional Items / New Business

- 1. No New Business

I. Other items / open discussion

J. Next meeting – March 10, 2011

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