



Birmingham Falls Foundation
Board of Directors Meeting – April 14, 2011 7:00 PM-9:00PM
Highland Manor Clubhouse
Version 1.0

Attendees:

Ira Weinstein, Kristi, Rosenbaum, Sari Braderman, Scott Holloway, Melissa Thomas-Dubois, Lillie Pozatek, Amy Sayles (PTA,) Barbara Halbert (LSAC Chair), Susan Matzkin (Principal.)

I.General Agenda

- A. Minutes from March meeting were approved (including allowing Ira to make a minor adjustment in one section)

II.Committee Updates

A. General (Ira / Kristi)

- 1. Process for New Projects – this item to be discussed at future meetings.

B. Finance (Sandra)

- 1. The financials for the race have been finalized.
 - a) Ticket sales - \$7,700
 - b) Sponsors - \$3,500
 - c) Expenses – approx. \$4,200
 - d) NET INCOME = ~ \$7,000 !!!
- 2. Sage credit card processing
 - a) Several questionable fees appeared on recent statement
 - b) IMW to contact Sage and request clarification
- 3. Question re: \$ Allocation
 - a) Scott and Sandra to meet to calculate amounts allocated to long-term investment, etc. Ira agreed to assist if necessary.

C. Distribution / Funding Requests (All)

- 1. Pre-Approved Funding
 - a) Of the \$25k provided this year, only \$4.5k remains.
 - b) Since this is < 25% of total amount, this CAN be accrued.
- 2. Staff Development Program – Susan has put this funding request on hold for now.
- 3. EIP Program (for K – 2)
 - a) This is a program that provides additional instruction for kids that are beginning to fall behind academically.
 - b) Susan provided formal funding request form
 - c) The BFF board approved the following:
 - (1) \$3.5k to be provided via BFF discretionary funding
 - (2) Remaining funds to come from remaining pre-approved funding (Susan to work with CSTs to coordinate)

4. AED

- a) The school has requested funding for an AED (automated external defibrillator)
- b) BFF obtained a grant to cover some of the cost, but the grant could not support the model requested by the school / supported by the county
- c) BFF approved \$1,600 from the BFF discretionary fund.

D. Programs (Fundraising, Other Activities)

- 1. Brick and Paver Campaign (Sari)
 - a) This activity has been completed for this school year
- 2. Footrace for the Falls (Sari / Kristi)
 - a) Just closing out thank you letter / pictures for sponsors
- 3. eBay store (Scott) -
 - a) No update.
- 4. Grants update (Melissa)
 - a) As stated above, AED grant approved, but apparently not usable at this time.
- 5. General fundraising (outdoor learning center) – Scott
 - a) No update.

E. Communications / Other

- 1. BFF website
 - a) Various updates completed – including additional documents posted.
 - b) Ira to update site to show that BFF is seeking board members

F. Parliamentarian Report (Lillie)

- 1. No update

G. Other Reports

- 1. Principal / Administration Report (Susan)
 - a) CRCT's pending
 - b) Kindergarten Round-Up pending
 - (1) BFF to have a table
 - (2) Lillie to fill out building table request form
 - (3) Scott to create hand-out
 - (4) Banner to go on PE poles with bungee cords
 - c) Pretzel fundraiser
 - (1) Total of \$2,400 raised
 - (2) \$614 earmarked for 5th grade
 - (3) Susan to match \$614 from principal's discretionary fund
- 2. PTA Update (Amy)
 - a) Slate for executive board pending – challenge on ways & means
 - b) Budget currently in progress (due in August)
 - c) 4/21 – PTA Lunch and Learn – “Parents Guide to Bullying”
 - d) Last PTA meeting – 5/10
- 3. LSAC Update (Barbara)
 - a) Election pending to fill open slot (Hilde Weinstein moving)

H. Next meeting – May 12, 2011 (note – date may change to due to conflicts)

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