

## Friends of Peirce

### Monthly Board Meeting Minutes

Tuesday, October 12, 2021 via Zoom

**Meeting started at: 6:33 pm**

#### IN ATTENDANCE:

**Board Members:** Chad Curry, Kearby Kaiser, Kimberly Lebovitz, Tanya Larson, Becky Radoszewski, Kate Polgar, Michelle Platts, Kevin McGroarty, Joe Dunne, Cecilia Bocanegra

**Peirce Community Members:** April Browning, Gordon Hannon, Javier Searight, Patti Lenkov, Lauren Swihart, Emily Helmke, Mathieu Kouame, M Cecilia Bocanegra

**Meeting adjourned at: 8:40 pm**

**Motion by: Kate**

**Second by: Kearby**

1. Reporting/Discussion (60+ min)
  - a. Welcome Guests/Agenda Review - **Chad (2 min)**
  - b. Old Business
    - i. [Minutes from 9/14 meeting](#) - **Chad (2 min)**

**Motion by:** *Kim*

**Second by:** *Kearby*

**Vote result:** *Approved*
    - ii. Financial Report - **Tanya (5 min)**
      1. Tanya provided financial report on 10/10 at 10:54 AM via email
      2. Approval of Financials
        - a. \$56,459.08 current bank balance
        - b. Money from Yard Sale was deposited in October
      3. **Motion by:** *Chad*
      4. **Second by:** *Kevin*
      5. **Vote result:** *Approved*
    - iii. FOP Budget - **Tanya (5-10 min)**
      1. Tanya shared a Draft FOP Budget 2021-2022
      2. A google form will be created by Tanya and shared with the board to gather estimates of what could be raised for various events/fundraisers
      3. Vote to approve PSO budget of \$6,790
        - a. **Motion by:** *Joe*
        - b. **Second by:** *Kim*
        - c. **Vote result:** *Approved*
  - c. New Business
    - i. Board Processes - **Chad (10m)**
      1. On-site approvals needed
        - a. LSC
          - i. Fundraising on school property

- ii. Lease approvals for using school property
  - b. CPS Risk Management & Real Estate
    - i. Insurance and coverage
  - c. Funds allocation
    - i. Any money raised on school property needs to be given directly to an internal account.
  - d. Thoughts/Questions
    - i. What does this mean for
      - 1. Parent's Basketball?
      - 2. Move-a-thon?
  - e. Concerns: The pandemic derailed many of our processes, new members have joined, things are starting up; we plan to streamline the process for upcoming events to make it as smooth as possible. New organization will be considered moving forward.
2. Agenda submissions/dispersal
    - a. Submissions for agenda will start Monday of the week before the meeting and run through Thursday evening.
    - b. Final agenda will be delivered by Friday before the meeting.
  3. Comms
    - a. Write Exec Cmte. for managing these items
      - i. EC will add board members as needed, incl entire board, if necessary
      - ii. Concern was shared with too many emails vs too few emails
  4. Regular board updates
    - a. Pres will write a weekly update that goes out Sunday eve.
      - i. If you have things you want the board to know, please provide to them by Sunday 9am with subject - 'Weekly Update Item'
        1. E.g. - is there an org. meeting coming up for the event you're working on? Do you have needs for your event?
- ii. Sponsorships/Fundraisers
    1. Yard Sale Update - **Michelle (5 min)**
      - a. Raised \$2,700 and it was a success!
    2. Orange Shoe - 10/16 - **Kearby (5 min)**
      - a. Update on progress - needs/wants: CANCELLED
      - b. Let's look at a spring event
    3. Fall Fest w/PSO - **Michelle/Cecelia (5 min)**
      - a. Update on progress - needs/wants

- b. Real Estate Approval waiting for 10/23/21
    - c. Google Docs for volunteers
    - d. There is a fundraiser for Taffy Apples, donuts, and pumpkins.
    - e. Would FOP fund the entertainer in hopes that the money would return to cover the costs?
  - 4. Stickers/Swag - **Kevin (5m)**
    - a. Approval for sticker purchases
    - b. <https://peirce-merch-store.company.site>
    - c. Kearby motioned to approve the sticker purchase of 100 stickers. Second by Joe. Approved.
  - 5. Helen C. Peirce's Birthday - **Kevin (5m)**
    - a. Sunday, December 5th Fundraiser
    - b. Becky offered to help Kevin.
    - c. Let's look into working with art teacher NOW (consider 2 week rotation).
    - d. Motion to approve this as a fundraiser by Kearby.
    - e. Second by Michelle.
  - 6. Coffee Sales - **April Browning (5m)**
    - a. Because we have the Harbor Nights in the spring
    - b. Kate, Carolyn, and April have streamlined the process.
    - c. They created a monthly distribution to be done on the field.
    - d. The goal is 1,200 bags!
    - e. Info will be shared at the PSO Mixer, Coffee Meet & Greet, and Fall Fest.
    - f. Kate is asking us to buy 30 bags to have ready to sell at future events to have on hand. April's work will generously cover 10 remaining bags if needed. Kate motioned to approve the 30 bags. Kearby second it.
    - g. <https://my.cheddarup.com/c/metropolis-coffee-orders>
  - 7. Peirce Days - **Kearby (5-10m)**
    - a. Current roster
      - i. Kevin has a recommendation: Dice Dojo, Warhammer Christmas
    - b. Consider doing it over a month or week as to not overwhelm restaurant staff
  - 8. Chicago Wolves - **Kate (5m)**
    - a. Pass for now
- iii. Outreach - **Chad (10m)**
  - 1. 10/13 - 6p - Peirce Night Out - Cesca's
  - 2. 10/15 - 8a - REP Coffee @ school
  - 3. 10/17 - 7p - Parent Collaboration Group: Chad and Kevin will be there
  - 4. Spanish Translation services (Interpretation/translation)

- a. We need to include spanish translation as a part of our function to engage larger community.
  - b. Tanya checking on pricing at a local place
    - i. <https://metaphrasislcs.com/chicago-school-interpreting-translation/>
- 5. IDEA Committee
  - a. Let's establish this committee and start the process of outreach.
  - b. Chad, Kevin, Tanya, Becky, Kearby, and Emily offered to help.
- 6. Friends of Mentoring
  - a. Goudy?
  - b. Coordinate fundraising
  - c. Let's give this some thought for the future as we want to collaborate but we also need to organize.
- iv. Discussion/Questions/New items - Facilitated by **Chad (5-10 min)**
  - 1. Kim wants to remind all to give lead time for events (i.e. one month).