

Friends of Peirce
Monthly Board Meeting Minutes

Tuesday, October 11, 2022, 6:30 pm

Zoom Link: <https://luc.zoom.us/j/85207033294>

Attendees: April Browning, Kate Polgar, Chad Curry, Kimberly Lebovitz, Kevin McGroarty, Nok Sangdee, Becky Radoszewski, Kelly Follmar, Fred Sasaki, Michelle Platts, Bhargav Kode, Ashley Heins-Elwood

Meeting Began at: 6:34 pm

1. Reporting/Presentations

- a. Welcome Guests/Agenda Review - **Chad (2 min)**
- b. Approval of [Minutes from 9/13](#) meeting - **Becky (2 min)**
 - i. Motion to approve: Kelly Follmar
 - ii. Second: April Browning
 - iii. Approved Unanimously
- c. FOP Charitable Organization Paperwork Status/Update - **Chad/April (5 min)**
 - i. Discussion of getting our FOP Charitable Organization Paperwork updated and approved
 - ii. Discussion of potentially getting a PO Box due to lack of access to our mail during the summer, etc
- d. Financial Report/Treasury items - **April (15 min)**
 - i. Approval of September & End of Fiscal Year Financials
 1. *See email sent under separate cover*
 - a. Motion to approve: Kim Lebovitz
 - b. Second: Bhargav Kode
 - c. Approved unanimously, 1 abstention
 - ii. Practical Financial Details
 1. Recommendation to adhere to our FY Oct 1-Sept 30
- e. Committee Reports
 - i. Communications - **Kate/Kelly (10 min)**
 1. FYIs from FOP, Thank you email, and a coffee reminder
 2. April is suggesting to use it as a system to communicate with sponsors
 - ii. Finance - **April (10 min)**
 1. Steve shared that April and him talked about multiple layers of duties and access to finances. He shared about having a credit card for credit protection, credit points, credit raffles, etc.
 2. Steve also suggested taking 10% of our donations and putting it into a savings account (speaking from experience with many years of nonprofit)
 3. April added FOP cannot be in any debt based on our by laws, perhaps we want to update our bylaws?
 4. April said we need to research Venmo more before committing to using it
 5. Kate voiced supporting April's proposal to get the Cheddarup equipment (2); all agree and April will order 2 as a pair to test out; we can circle back to order more if needed
 - iii. Strategic Planning - **Chad (10 min)**
 1. Summary of Meeting
 2. Plan for Fall Fest to kick off talk-backs

- a. Listening Sessions/Surveys
 - b. Chad shared the survey that they would like to share with the community; we will all have access to this to share with people at events, etc.
 - c. Nok added to get to more people and dive deeper in a listening session with others
 - d. Bhargav: Are we aligned in what we understand? How can we get this out to others?
 - e. Kim & Ashley shared feedback about the wording of the survey
 - f. Overall, how do we make human connections and invite people in to help guide our mission?
- iv. Fundraising/Event - **Various (15 min)**
- 1. There would be different levels of “Annual Business Sponsorships” that would be included in the Gift Guide, Move a Thon, and Gala (if we have one)
 - 2. Gift Guide Work: April suggested having a printed guide on Nov 11th
 - a. Kevin explained what the gift guide has in it and Kate suggested having a page for logos for our sponsorships
 - b. Fred suggested if we are going to print with a company, then act quickly
 - c. Bhargav and Kate shared the tracker for which businesses have been contacted already as well as what we can say to them about donations
 - d. Ashley suggested having kid artwork for cards for sale (Ashley will look into that with Ms. Buchbinder)
 - 3. Peirce Days: Pizzeria Aroma this week!
 - 4. Friendsgiving Parents Night Out - **Kate**
(11/11 | \$25 person)- email Kate to help! Becky & Rene are helping; more welcome!
 - 5. **Setting Fundraising Goals for Each Group - will discuss later**
 - a. Review of Groups
 - b. What is needed for November Meeting
 - i. Fundraising goals
 - ii. Needs for success
- v. PSO - **Michelle/Bhargav (15 min)**
- 1. funding pickles icepack vest - Request a vote- Kate pointed out that this is for Peirce, NOT just PSO. Kate motioned to approve; Kelly second it; Approved
 - 2. Discuss Purchase of POS Credit Card Reader - Request a vote (see above/done)
 - 3. cross-collaboration on event-based and/or monthly babysitting nights. Goal is to have PSO+FOP present plan at LSC meeting to get approval on access to school building for those nights. (Parents want babysitting. Not necessarily just for FOP. We will revisit it with Hannah.)
 - 4. Request for volunteers for Fall fest- people can fill in sign up genius
- f. Goudy Outreach - **Chad (5 min)**
- i. Chad is in touch with them and will continue to keep us updated about the happenings.
2. New Business
- a. Kevin is out of car magnets and stakes for yard signs. Kate said Kevin should be able to replenish for the year and do an e-vote. He/we can create a budget for marketing. All agreed.

- b. Ashley asked about suggestions for a fundraiser on the FOP website. Kevin will look into it through archived pages. We will circle back to getting feedback about future fundraisers in other ways if not through website.

Motion to adjourn: April; Second: Chad Meeting Ended at: 8:18 pm