**GPA Meeting Agenda**

**September 3, 2019 6:00pm Hillcrest STREAM lab**

***Mission and Vision Statement:***

*GPA is the non-profit foundation dedicated to supporting and enhancing the ENRICH! Program. GPA does this by providing volunteers, direction and funding for these programs in cooperation with the GUSD school board, administration, teachers and staff.*

**Meeting called to order at 6:04 pm**

**Members Present:**

Megan Kaun - president

Erin Hillmer

Amy Gloekner - vice president/interim treasurer

Sarah Tendall

Christine Connelly

Beth Dawson

Bill Nolan

Mike Bollinger

Katie Pahlow - secretary

**Faculty:**

Will Deeths (Hillcrest Principal)

Keri Pugno (Gravenstein Principal

Dave Rose (Gravenstein District Superintendent)

**Guests –**

Kim Bernardi ( added onto Communications sub)

Ben Kaun (applying for treasury position) – 6:12 PM elected

John Griffith

Heidi Griffith

Vy Morse

Molly Jackal

Christina Zapata

**A.Public Comment on Non Agenda Matters**

A. Board Member Vacancy – Lacey Whaley has stepped down as treasurer, Executive Position Treasurer is Open

B. Ben Kaun to run for treasurer. Mr. Kaun spoke of qualifications to run, and his familiarity to running for a 501© non profit, as well as provided a letter of intent and qualifications to the GPA Board

Amy Gloekner makes motion to the board for Ben Kaun for treasurer

Erin Hillmer seconds the motion

All members voted and passed (one abstention – Megan Kaun recused herself)

**C. Governance Subcommittee (Megan K, Amy G, Bill N, Mike B)**

1. MOU with District – Megan and Bill met with Dave Ross, District Superintendent, discussed issues including changes proposed. Wording of the document remained the same with exception to the second page, 3rd Bullet in regards to potential overpayment and where funds would be received–

“if moneys received exceeds operating expenses of IC by the GPA board will endeavor to remit excess funds to the district which will be applied to the cost of enrichment services provided to GUSD students by GUSD staff as GPA bypass allow; subject to the voting approval of the GPA Board”

Erin Hillmer moves the motion to approve the change to the paragraph;

Sarah Tendall Seconds the Motion

All Approved

Motion approved 6:45 Pm

Next GUSD meeting, September 10th

**D. Finance Subcommittee (Amy G, Bill N, Megan K)**

1. Update on pledge form submittal (Amy G) – got 109 students pledged – new income $125,182 promised for district for this year so far – the ongoing payments from Enrich previous is still ongoing (about 134 kids in total so far)
2. Financial reporting structure proposal (Bill Nolan) – Will put together detailed spreadsheets to work with new treasurer Ben Kaun
3. Approval of last fiscal year’s financial report (Megan K) – we received a penalty from MPF from IRS, we need to turn in taxes in November as fiscal year ended June 30, this was before the new bookkeeper.

-Sarah Tendall Motions to approve

-Erin Hillmer Seconds –

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All Approve; one abstention (Ben Kaun)

1. Budget update – we don’t have a budget to approve as of yet, but can be looked at as a rough draft, based on the information from old budgets from MPF and GSF..The goal would be to have it available monthly as we move forward
2. Debit Card discussion (Megan K) – for GPA to use – SSN needed for Credit Card, so Debit Cards for Megan Kaun (president) and Amy Gloekner (Vice President) would be the ideal. There is a $1000 limit on spending per day. The recommendation would be to move forward with itt as we have online services, such as subscriptions (I.e.….for the water for campus, mail chimp, buying postage, fundraising expenses, etc.) as long as we see the budget, and to remark on the budget. Using a Credit Card there is an implication for a SSN number and when people are no longer present on the board there is a lot of change, and legalities, as well as caution needed as the possibility of fraud when it is linked to an individual SSN)
3. Beth Dawson moves the motion to approve the Debit Card

Christine Connelly seconds the motion

Motion approved for Debit Cards

**D.** **Communications Subcommittee (Erin H)**

3rd Friday of each month at 9AM at Hardcore, Sebastopol

1. GPA Board photo needed for website. Photo done at meeting
2. Website update – The Website is officially live
3. Spiritwear presentation & update – Kimberly Bernardi has designed new spirit wear. The option for purchase has been moved to an online shop, minimizing paperwork, to threadless.com. There is minimal shipping fee, and this can be utilized for all year round purchasing, easy to restock, and better inventory detail. As well they can be designed and printed for availability at fundraising events.

Three designs were passed around, and all offered as options for design and print.

Erin moves the Motion

Beth Dawson Seconds the Motion

Motion approved by all members

1. Newsletter update – The newsletter will be going out tomorrow September 4, 2019 to explain who and what the GPA are here for. A Calendar for every month will be available to the public to regard what our upcoming events and discussions are, as well as highlighting a teacher or two every month.
2. Stickers/thank you letter -Stickers have arrived and for every pledge packet turned in there will be a thank you letter and sticker in return. Every one at meeting present also received one. Thank you letters were approved to send out, and the new logo will be added to the letterhead
3. Back to school night 9/4; Having representatives from GPA to attend classrooms and reach out to parents about who GPA is, and what our objective is to keep the school enrichments going, all classrooms have been assigned.

**F. Fundraising Subcommittee (Christina C)**

1. Date changes – 3rd Tuesday of every month for subcommittee meetings
   1. Book Fair to now be 2/24-2/28 at both schools - due to scheduling on the scholastic side – and coincides with the readathon fundraiser at school
   2. Boots and Bourbon to now be 3/28 due to venue availability the Holy Ghost venue, which is the largest and most fiscal. Guest Vy Morse had input on a DJ who could be available for the event.
   3. Hillcrest Color Run to be 4/24
   4. Motion to approve the dates –

Sarah Tendall Moves the Motion to approve the date change

Amy Gloekner seconds the motion to approve

Motion Passed

1. Skate Night – 4 dates have been chosen. Subcommittee is asking for $100 for the year to offer prizes ($25 per skate night for prizes)

Bill Nolan Moves the motion to approve the budget for prizes

Christine Connelly seconds the motion

Motion to approve the budget of $100 for skate night prizes is approved

First Skate Night September 27, 2019 is Jungle Glow

With proceeding themes to be Disney and Star Wars

1. Boots & Bourbon – formal planning meeting is Saturday September 7, 2019 at 4 at Hardcore. The discussion will cover the beginning logistics of the event and what is needed, solicitation of letters, monetary estimates for food and will be presented at the next meeting, Monday September 30, 2019. A $1100 deposit is due to secure the venue (payment to be in the form of a check) and liability insurance letter is due with the deposit.

Erin Hillmer Moves the Motion to pay the deposit to secure the venue for the event.

Beth Dawson seconds the motion

All in favor, Motion is approved to pay the deposit and liability insurance letter.

1. Waste management at GPA events – Discussed was how to better sustain waste at events; possible fundraising mission to reduce our waste, and moving forward at our future events.
2. Report out from Movie Night – Geri will report at the next meeting but it was a good outcome.

**G. Secretary’s Report (Katie P)**

1. Approval of July 30th minutes (present: Megan, Amy, Katie, Erin, Sarah) –

Amy Gloekner moves the motion to approve the minutes

Christine Connelly seconds the motion

All approved

1. Approval of July 9th minutes (present: Megan, Amy, Christina, Mike, Beth, Sarah)
2. Approval of May 21 minutes (present: Megan, Amy, Katie, Christina, Mike, Erin, Beth, Sara)

Amy Gloekner moves the motion to approve the minutes

Christine Connelly seconds the motion

All approved

1. Next meetings

~~September 24th,~~ September 30, 2019 6pm, Hillcrest STREAM lab

Cotober 22, 2019

November 19, 2019

December 17, 2019

January 21, 2019

February 24, 2019

March 24, 2019

April 28, 2019

May 19, 2019

Summer - TBD

**Motion to Adjourn the meeting**

**Erin Hillmer moves the motion to adjourn**

**Megan Kaun seconds the motion**

**All approved**

**Meeting adjourned at 7:28PM**