

SunRidge Educational Foundation
Meeting Minutes for **Tuesday, 1/24/22**
Meeting Location: **SEF Zoom Room**

Roll Call

6pm-7:30

I. Establishment of Quorum

Present: **Robert, Dale, Cheryl, Sarah, Heather**

Apologies:

Guests: **Karen, Brian Eberly, Honora Russell**

II. Review of minutes from 11/28/22 – Minutes approved Dale/Heather 5-0

III. Review of agenda – Dale/Cheryl 5-0

IV. Correspondence

From the IRS, amount due \$0. Great news. \$3150 was owed, now cleared.

From our attorney's office - non-profit status almost reinstated. We just need the confirmation letter from the State Franchise Tax Board. We're in compliance now.

Robert received a renewal form from AIM insurance, due at the end of the month. The board agrees to continue the insurance from AIM.

Benevity sent its survey form to make sure we were in compliance with its regulations. Benevity is a program that facilitates employer-matching donations.

Open Session:

Public notice: Audience participation is welcome and encouraged. The President will recognize those members of the audience who wish to speak and may set a time limit on each person's remarks if necessary. Usually the President will ask the audience for their remarks after individual Board members have had an opportunity to speak.

Honora inquired about funding, the process for FEAT to receive the approved money, the role of the Foundation in the school, etc.

Brian suggested a bike tune-up day as a fundraiser.

V. Business

1) Follow-up on Action Items

Accounts

Ongoing Opportunity 9/3: We want to close Wells Fargo Advisors shares account (Apple stock only) because they charge us \$200 per annum in "admin" fees. This could result in saving that money if we can find a no-fee manager.

2) Fundraising, Funds and Revenue for 2022-2023

Grants: New and Existing

Teachers applied for CRTA (California Retired Teachers' Association). At least two teachers applied for Mark Sell Rotary Grants (up to \$500). The Snapdragon Library grant can be applied for; as can the Whole Food grant in March. **Dale** will be in touch with Dianne and Sorrel to resubmit those.

Ongoing: **Dale** continues to maintain grant timelines available (locally, regionally, state-wide) with timelines for applications. This document can be found in the "SunRidge Ed Foundation" shared Google Drive, along with other documents the Foundation uses. There also is a "Needs Flow" document which can steer needs toward funding sources, and a collection of successful grant application materials.

Action: Sebastopol Rotary Club - Robert would like to go to one of their meetings.

New parent involvement

There were four names of parents interested in the Parent Council. Sarah also mentioned there was a parent interested in the Foundation.

Heather suggested we hold a Community day, where families were invited to bring kids to play, perhaps at SunRidge, and there was food and the opportunity to learn about our governance bodies. We're looking at dates, and could plan this for the future.

Stove

The stove will be stored in the maintenance shed until we find the solution.

Postponed Action: Sarah asked Sorrel to call a contractor to come out and draw up a proposal for installation in the earth lab. We can approve hours for Sorrel; approval from RESIG, we'd need contact with Sebastopol Union / Tombe Realty, a contractor's appraisal.

Spirit Wear / Bonfire

This fundraiser idea could be of year-long use to the Foundation. Perhaps 6th grade could adopt this as their class fundraiser to replace their hot lunch fundraiser.

Investments and Borrowing

We invested \$200,000 in a 1-year CD with Redwood Credit Union for a 2.75% interest rate.

Pledge program

Pledge has a goal of \$225K. We plan to broadcast to the community the “fair share” pledge for each class in the next bulletin. We also can restate the bonus the Foundation awards for full participation.

Brian spoke to our pledge situation, to change the website to solicit donations in a way that make it easy to find, designates levels of pledging in a optimized manner for us, and other improvements.

Motion: Robert/Dale moved that a matching program be ran for a month up to 2/23 for the first \$23K raised in pledges. Donations are doubled by the Foundation. Approved 5-0.

Walk-A-Thon/Move-A-Thon

Sarah put in many organizing and volunteer community outreach hours for the Move-A-Thon. **Dale** helped with the actual day of the event planning and logistics. The event grossed over \$25,000, an overwhelming success by any measure in its 1st year. We got 9 sponsors for the t-shirts, paying for them; 4th grade achieved most laps; 2nd grade raised most money.

Motion: Robert/Dale 5-0 moves to approve no more than \$400 for supplies for the Move-A-Thon. Likewise, this expenditure will be offset by proceeds. Popcorn party supplies ran under \$75; pizza party has not yet been done.

Auction

Autumn Streamfellow will be heading the auction effort this year in March. Diedra will take over the data entry side. We are tentatively setting it for March 9th to 23rd.

Ongoing Action: We'll need to continue to find new energy and people next year to fill our ranks for running the auction, specifically to manage the BiddingForGood website (email blasts, closeout, writeup), and other tasks (data entry).

We'd like to spend some of the auction money raised last year to install air conditioning in the math and music, handwork, art and aftercare rooms. Also, a new kitchen or food truck/trailer is a focus for planning and spending. Science tables and locking cabinets were also discussed.

Air conditioning in Math/Music rooms

Robert will continue to follow up with the HVAC associate (Jonas) of Green Lief Energy who came and made an assessment.

Action: Robert will follow up with Jonathon.

Escrip

Postponed Action: **Sarah** will look into this and how we can get more involvement, which would probably require tabling on certain days. We can look for tabling later.

Paypal

We can add Paypal to our list of Scrip and Amazon Smile, etc. for electronic donations.

Action: Cheryl will meet with Tina to get a paypal link on our website.

Neighbor donation

The donation from the neighbor for site improvement was \$5000, and we'd like to fund some project this year so we can get back to the donor and let them know how their donation was spent.

New projects for 2022-23

Sarah mentioned an idea about an adopt-a-plot type program for the garden, where the Foundation might fund the materials.

Waste Wizards

The gardening program submitted a proposal for \$1610 to implement a waste reduction program. We approved, 5-0 Dale/Robert, the proposal. The supplies were purchased, an assembly presenting the program was held last Friday, in-class presentations are happening this week, and the program is starting next week. This is a big win for our school and students, to learn how to take care of their waste generation in a responsible manner.

3) Funding allocations for 2022-2023

Budget

\$20,000 is allotted for School Needs: \$16,500 for professional development, \$1,500 for End of Year teacher reimbursements, and \$2,000 Directors' Fund. \$5,000 was for school improvement projects. \$3,000 is allotted for regular yearly costs - such as Bidding For Good, etc.

Athletic program support

Motion: Last month Dale requested help from the Foundation with increasing costs of maintaining membership and participating in the Middle School Sports League. Robert/Sarah moved 4-0 to fund the athletic program by \$1500 this year and \$1000 each year to support our league's increasing fees and fewer payments.

Financial position

We will update this on the next meeting.

Library books

Dianne Namkung, our librarian, is beginning to shop for books for which we had approved \$500.

4) SEF Website

Opportunity: Someone who is interested in managing it (through Weebly).

5) Board Members

Recruitment and Membership

Process: We're asking potential members to attend 1 meeting. We are also requesting a written explanation of reason(s) why they'd like to join. Then the Foundation votes.

Ongoing Action: **All** continue to seek out new parents that may be interested in joining the board.

Action: Robert will writeup text for Hassanah and Francois's achievement award, and get that to Sarah. We are looking to order a plaque to inscribe Hassanah's and Francois' contributions to the Foundation and school.

Action: We'll need to remove her name from the bank accounts.

6) Items added to the meeting

7) Next Meeting / Close

Tuesday, February 28th @ 6pm-7:30pm

Tracking:

Ways for families to sponsor/adopt a space on campus

How to install the bought tents for Fall 2021 for shaded eating/instruction areas

Potential members outreach: Crystal Loudon (Tara), parent meetings, personal conversations, Beau (1st grade), Jacob (1st grade)

Crowdfunding - ideas

Donating stock to school as an option for fundraising

Reaching out to parent meetings - what our talking points are

Files in shared Google Drive:

Needs Flow - when a need comes to the SEF, how should it be directed for funding?

Grant opportunities, information and deadlines

Sample grants that were funded

Minutes

Agendas