

SunRidge Educational Foundation
Meeting Minutes for **Tuesday, 11/28/22**
Meeting Location: **SEF Zoom Room**

Roll Call

6pm-7:30

I. Establishment of Quorum

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

Apologies:

Guests: **Karen**

II. Review of minutes from 9/16/22 – Minutes approved Cheryl/Heather 5-0

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

IV. Correspondence

Our revised articles of incorporation were reinstated, and forwarded to the Franchise Tax Board.

Form 990 for 2019 IRS tax form was submitted to DoJ.

We received a small amount from Bonfire for continued spirit wear sales.

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.

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 2021-2022

Grants: New and Existing

Teachers applied for CRTA (California Retired Teachers' Association).

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.

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 are currently at \$~40K raised of \$~57K to stay on track, so behind a little.

Walk-A-Thon/Move-A-Thon

Sarah is working with Karen and Theresa to setup a Move-A-Thon, with the firm date of December 2nd. Dale will help with the actual day of the event planning and logistics.

There are many details here that were went over. Much was done in the last month planning the Move-A-Thon. We’ll have popcorn/hot chocolate party for the classes with most laps and the most money raised.

Possible sponsors: Emerisa (Hassanah), Revive (Nell Hergenrather), Mombo's Pizza, Harmony, Sebastopol Hardware, Screamin' Mimis...

Motion: Robert/Dale approved 5-0 that 270 t-shirts be purchased, approving the expenditure of \$3000, which will eventually be offset by either sponsors and/or revenue raised by the event.

Motion: Robert moves to approve no more than \$400 for supplies for the Move-A-Thon. Likewise, this expenditure will be offset by proceeds.

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

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 meets 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. Robert will contact Sorrel and convey the approval.

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

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

6) Items added to the meeting

7) Next Meeting / Close

Tuesday, January 17th@ 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

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