



Executive Board Meeting
Date: July 12; Time: 6.30 pm
Locations: MCN president's house.

- I. OFFICIAL OPENING OF MEETING
 - A. Call to Order
 - B. Establishment of Quorum
 - C. Mission Statement

The purposes of this corporation are to provide the following at MATES, in collaboration with the MATES' Administration and Board of Directors:

- Encourage a sense of community between students, families and school.
 - Provide enrichment of students' educational experiences through programs and events.
 - Raise funds to support the educational mission and goals of MATES.
 - Support the teachers and staff through needed purchases.
 - Promote and encourage community service among the students and families through school-wide and community-wide projects and activities.
- II. APPROVAL OF THE MINUTES
 - A. Action Item: Vote to approve minutes from the June 7, 2023 MCN Executive Board Meeting
 - III. FINANCIAL
 - A. Action Item: Vote to approve June payments totaling \$ 114,771
 - B. Action Item: Vote to approve April deposits totalling \$12,855
 - IV. REPORTS OF OFFICERS
 - A. Presidents' Report:
 - i. Action Item: Vote to approve the Spanish Hills contract for the benefit dinner.
 - ii. Review draft of 2023-2024 Calendar of events.
 - iii. Review of MCN meeting dates
 - iv. Standing Rules presented
 - v. Action Item: Nominate Shannon Howie as Financial Secretary.
 - vi. Appointment of Janey Choplin to Parliamentarian
 - vii. Appointment of Nadia Hefni to Alumni Advisor
 - viii. MCN T-Shirt Design/ Order Process
 - ix. Art At Lunch Design/ Order Process
 - x. Back to School Bash giveaway
 1. Action Item: Increase Budget to reflect sponsorship commitments of \$2000.



- xi. 1st Day of School supplies
 - xii. Google Drive & Slack update
 - xiii. Contact sheet.
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- B. Executive/Assistant Director
 - C. MATES Board Member
 - D. Staff
 - E. Treasurer
 - i. Action Item: Vote to change the Bank Executor for the MRCN account at Wells Fargo:
 - 1. Remove Jamie Garnett and add Kenton Sowell
 - 2. Action Item: vote to remove Jamie Garnett, Chelsea Goldenberg, and Valerie Imbriale as signers on the MCN bank account at Wells Fargo.
 - 3. Action Item: Vote to add Kenton Sowell, Robert Wain-ku ,Lori Allen, and Nancy Melgar as the signers on the MCN bank account at Wells Fargo.
 - 4. Please use the phrase “Key Executor” instead of “Bank Executor” in minutes.
 - F. Communications
 - i. Review of flyers that will likely be included in the Back to school bash packet. These items will be sent for approval on Friday Aug 4th, 2023.
 - ii. Please send any other items to communications if you want to be included later than Aug 3rd, 2023.
 - G. Auditor
 - i. Audit update
 - H. Parliamentarian
 - I. Programs
 - i. Discuss details about the teacher luncheon, specifically the use of the quad.
 - ii. Discuss use of school I-pads for volunteer sign ups at BSB and events beyond.
 - iii. Discuss adding QR codes for volunteering at programs to communications.
 - iv. Discuss updates regarding the Welcome Back Social
 - J. Fundraising
 - i. Discuss sponsorship packet approval/QR codes
 - ii. Discuss Benefit Dinner contract/check request.
 - iii. Discuss Apex fun run placeholder contract
 - iv. Discuss direct donation/donor gift
 - v. Discuss Sponsorship Levels/Package
 - vi. Discuss Direct Donation giveaway
 - K. Volunteer Coordinator
 - i. Update on mentor program
 - ii. Park playdate: Support and giveaway.



- iii. Kinder Round Up sign ups
- iv. Discuss list of events is required to make volunteer sign ups for the back to school bash event.

L. PR/Social Media

M. Technical advisor

- i. QR codes and Tithely updates/needs for B2SB

V. NEW BUSINESS

VI. ONGOING BUSINESS

VII. ADJOURNMENT