

Jacoby Creek Children's Education Foundation

Date: November 6, 2018

Location: Baywood Country Club

Board of Directors

Voting Officers (4)

Present: **Hanh Trieu, Jeff Coontz, Tiffany Alway**

Absent: John Harper

Voting At-Large Members (2-5)

Present: **Elizabeth Savoca-Fogg, Michele Gerdes, Amy Taylor**

Absent: Paulette Hawkins

Non Voting Members (3-4)

Present: **Heidi Walsh, Melanie Nannizzi, Angie Pierce**

Absent: none

Members of the public present: **Davita McGoldrick, Katrina Knox, Susan Wolf**

The meeting was called to order at 5:34 PM.

Motion for approval of meeting minutes from October made by Hanh, seconded by Elizabeth, and passed unanimously.

Financial update from Jeff

- Vanguard balance as of 9/30/18 was \$202,562.39 and as of 10/31/18 was \$193,237.30.
- Quickbooks balance as of 10/31/18 was 85,587.12. There was a deposit of \$560 yesterday, making balance \$86,806.76 as of yesterday.
- The difference in the values comes from 1 bounced check of \$250. Melanie will give Jeff the contact info of the person so he can let them know. There is one bounced check so far. We usually get 3-4 bounced checks each year. It is not only the amount of the bounced check but also the bank fees associated for returned checks. The Foundation pays for it as part of Pentathlon expenses.

Jeff received thank you cards from our scholarship recipients. It was passed around to the members present. Susan will hold on to them. A display can be made on our board. A poster can also be displayed at the Auction to highlight the recipients and the scholarship program. Need to advertise it more. Heidi thinks the scholarship info should be displayed at Open House. Also can ask the recipients to come back and talk to our 8th graders.

Panther Pentathlon

- Total gross \$70,011, net \$66,754.23.
- Expenses \$3,256.77:
 - stickers \$272.50 (\$1.09/sticker x 250)
 - bags \$653.44 (\$6.53/bag x 100)
 - earbuds \$661.19 (\$5.51/bud x 120)
 - custom Converse \$951.69 (12 pairs)
 - supplies: green paper, envelopes \$124.42

- fees \$593.53: bounced check \$262 (\$250 + \$12 fee) and \$331.53
- There are about 50 extra earbuds left. These can be given to the teachers for their students.
 - A disbursement check for \$55,000 will be made directly to JCS.
 - There was a unanimous vote to approve a check for \$2,166 to be made to TK class. Mary gave Angie a list of how she has used the money. It is good to know how the money is spent for transparency and can help new potential families see the fundraising directly affecting their children at school.
 - The remaining balance of \$9,588.23 will be disbursed in April 2019.
 - There were a lot of parent volunteers this year. Many may have left because there didn't seem to be a need for help. Let's have volunteers check-in with charades to make sure there is no more need for help before they leave at next year's PP.
 - Amy felt the food went great. But then everyone left and there was no one to help with cleanup. She can do it again next year and only needs 1 more helper. One slot can be added to SignUp Genius for food cleanup next year.
 - Let's have Dixie cups pre-labeled with kids' names so they weren't losing them and needing new ones constantly.
 - Amy will make improvements for the donation thermometer. It is stored in the bus garage. There is too much of a gap in amounts before any activity is seen on the gauge. The majority of members present wanted to start thermometer at \$5,000.

Susan noted the 8th grade Spaghetti Feed at Harvest Carnival made \$1,800. Usually brings in \$2,000. It pays for the Moonstone Beach event.

Auction Night

- It is on Saturday, March 23, 2019.
- Start soliciting for donations now. There was no Donation Chair last year. Would need that person to compile list of potential businesses, recruit solicitors, and continuously update the donation list.
- Elizabeth remains Auction Chair. She confirmed the following committee chairs:
 Business Sponsors - Heidi, Silent - Hanh, Live - John, Auction Model Coordinator - Melanie, Communications - Hanh, Basket Making - Susan, Food - Tiffany, Alcohol and Bar - Angela & Elizabeth, Decorations - Katrina & Elizabeth, Class Art Project - Amy, Checkout - Jeff, Tickets - Davita?, Setup - Amy, Cleanup - Michele, Donations - Angie & Melanie, Thank You - Susan & Katrina & Michele. Melanie has JCS Thank You note templates.
- Paulette has not been able to make our meetings. She can be moved to a non-voting member to take the pressure off of trying to attend all the meetings. This means we have 2 voting member positions now available.
- Angie asked if Auction Night was open to the public. It is open to the public but there is not much advertising for it like the other school's auctions that have advertised on radio, for example.
- This past Auction Night there were lesser number of attendees but it made \$5,000 more than last Auction.
- Ticket prices were discussed. It was \$35 presale, \$40 regular, \$500 business sponsor, \$300 table for 8. Purchasing a table vs individual tickets saves \$20 and you get 2 bottles of wine included. Not many people may know this. Amy made a motion to keep ticket prices the same as last Auction and focus on advertising, seconded by Michele, and passed.
- Timeline for ticket sales:

Business sponsors by Friday 2/1/19, regular ticket prices start Friday 3/1/19, last day to purchase tickets Friday 3/15/19.

Sell tickets after school week of Monday 2/25/19-Friday 3/1/19. Susan sold tickets to the very end date, mainly to teachers and spouses.

- Teachers who get their tickets "comp'd" should help at Auction Night. Amy to get a list of staff for volunteering purposes.
- Save the Date magnets will go out 1/7/19 with a business sponsor letter. It will be renamed to "Auction Sponsor" and will have a break down of what they are sponsoring. Magnets will be included in Tuesday notes for TK-6th grade, mailed to 7th&8th grades.
- Tuesday notes every 2 weeks starting in March.
- Melanie suggested one banner for Auction Night to re-use every year, like Walk and Roll.
- Theme is Country Barn Dance. Colors of red and yellow, and white.
- No pint glasses. Expensive and not enough response.
- There was a unanimous vote to use Sammy's BBQ for catering again. Tiffany will discuss with them to update the menu to a more Country BBQ theme.
- Class art project can be clocks. Amy does stain-glass clocks. Pictures of possible projects were shown to members present. Cost is \$15-20/clock and she can keep within \$20-25 budget each.
- Special fundraising project will be indoor climbing wall in gym. There is need to cover it for safety issues and padding needs to be replaced. Cost is ~\$7,000. There is extra PP money to help cover the cost if not enough money is made at Auction Night.

Next meeting is on 12/4/18 at 5:30 PM. Meeting adjourned.