

## Friends of Thorp Meeting Minutes

March 12, 2015

Call to order: A board meeting for Friends of Thorp was held at the home of Lisa Weisenberger. The meeting convened at 6:40, Katie Madden presiding, Kristin Garcia taking notes.

Board Attendees: Katie Madden, Joe Basilone, Bindu Alexander, Marian Haas, Kristin Garcia, Lisa Weisenberger, Burcu Agar and Melissa Wilkin.

Others in Attendance: Joan Dahlquist, Elaine Melko

Guests in Attendance: Principal Efren Toledo

- I. Lisa Weisenberger motioned to approve the February minutes, Marian Haas seconded.
- II. Treasurer's Report: The Treasurer's report was presented by Joe Basilone in a new format, due to transition to a account software QuickBooks:
  - A. 2/1/2015-2/28/2015: The ending asset balance is \$12,668.31; the starting asset balance as of January 31, 2015 was \$13,668.31.
  - B. Cash disbursements for the month were \$1,000.00:
    - a. The \$1,000 expense was a payment to Biaggio for space rental for the April 24, 2015 Taste of Thorp event.
      1. Ending Balance as of 2/28/2015: \$12,668.34.
  - B. Lisa Weisenberger apprised the board related to the raffle application: Based on the number of raffles sponsored by FoT, the organization falls within parameters of not needing to file an application and fee.
  - C. Acknowledgements are still in process and close to completion.
- III. President's Report: The President's report was presented by Katie Madden:
  - A. Katie welcomed guest Principal Toledo to apprise the board related to relevant FoT initiatives:
    1. Taste Of Thorp; Auditorium Improvements Campaign
      - a. Principal Toledo and the board discussed yearbook advertising to OA Thorp parents as well as FoT efforts to promote the Taste of Thorp April 24, 2015. It was determined both may be promoted.
      - b. Walk-a-Thon theme discussions continued. Consensus was a traditional walk-a-thon would garner the most interest of students/community. The walk-a-thon event is currently on hold as more discussion is needed.
      - c. Principal Toledo provided information related to specific auditorium improvement projects and initial estimated cost associated with these improvements (between \$20,000-\$25,000):
        - a. Stage lights
        - b. Overhead microphones
        - c. Upgrade to the audio system
      - d. Additional auditorium projects exist but may be funded by other sources:

Auditorium seats, curtains.

2. General OA Thorp Updates
  - a. Principal Toledo reminded the FoT directors to attend and engage the Local School Council to voice opinions related to OA Thorp.
  - b. Principal Toledo welcomed parents to drop in to see teachers and students during a school day (coordinate with Thorp office)
  - c. Principal Toledo provided a testing environmental scan related to the PARCC and NWEA exams.
- B. Katie relayed that current directors need to think about running/renewing their terms as well as encouraged officers to consider running for a Friend of Thorp office.
- C. Katie recognized Thorp parent Nancy Romero for her efforts related to applying, on behalf of the Friends of Thorp, an Allstate Good Neighbor grant.

IV. Events Committee Report: The Events Committee Report was presented by Bindu Alexander:

- A. Taste of Thorp
  1. The online auction will be up from April 12-19, 2015.
  2. Bindu provided a reminder to sign up via VolunteerSpot as there is a need for more people to help out with the event.
  3. Wine punch cards will be based on a two tiered model: 3 "Leading Wine" glasses or 6 "Supporting Wine" glasses.
  4. The décor committee will begin meeting week of 4/6/2015.
  5. The following expenditures totaling \$1365 were approved for Taste of Thorp activities:
    - a. \$615 for the photo booth
    - b. \$750 for tips: Biagio
  6. All directors were reminded to updated the googledoc related to items solicited/updates
  7. The 50/50
    - a. The board discussed two models for raffle for the Taste of Thorp event: One for the 50/50 split the pot; the other for spotlighted item (Fuji Instant camera and film package).
    - b. The logistics related to the raffles will be discussed at the April 2, 2015 meeting.

V. Communications Committee Report: The Communications Committee Report was presented by Burcu Agar:

- A. Communications related to Taste of Thorp to continue and will include:
  1. Weekly e-mails and social media posts
  2. A final remainder for auction items
  3. Bidding for Good links will be live and posted on the FOT website, pouched via social media and targeted emails.

VI. Recruitment Committee Report: The Recruitment Committee Report was presented Katie Madden:

- A. The next recruitment event will be on Wednesday March 31 for a Parent Coffee at Perkolator
- B. Volunteers will be needed for the FOT table during report card pick up on April 16 (VolunteerSpot)

- VII. Other topics
  - A. Director Marian Haas noted that grants are available related to the Thorp outdoor campus campaign for infrastructure (Openlands grants).

- VII. Upcoming Meetings:
  - A. Thursday, April 2nd will be held at the Perkolator.
  - B. Thursday, April 16<sup>th</sup> will be held at Bindu's. (Meeting date has changed from the date published in the January minutes).

Katie raised to adjourn the meeting at 8:16pm on March 12, 2015. Lisa Weisenberger seconded.

Minutes submitted by Director, Kristin Garcia