



## Minutes of the Meeting of Board of Directors of Bowman Education Foundation A California Nonprofit Education Corporation

The board of directors of Bowman Education Foundation held their monthly meeting on  
November 21, 2013, called to order at 6:06pm, in Auburn, California.

The following directors, constituting a quorum of the full board, were present at the meeting:  
Chad Bender, Janice Fera, Jenn Ostrom, Ami Stroud, Caine Sussman, and Dave Slane(phone)

Other attendees: Holly Johnston, Annie Larson, Lindsay Barr, Kathy Patterson, Adele DaMate

### I. SPECIAL PRESENTATIONS

- A. Grant proposal: Ceramics supplies for Kindergarten student projects (2013-2014) presented by Adele DaMate and Kathy Patterson, \$900. Approved.
- B. Grant proposal: A/V upgrade to replace classroom overhead projector, presented Caine Sussman, \$1700. Approved.

### II. OLD BUSINESS

- A. Minutes of Oct. 17, 2013 were approved.
- B. Financial Report
  - 1. Chad presented a summary of last month's expenses and revenue. Balance: \$14,852.33.
  - 2. Generous donation received from Wells Fargo employees and corporate office. Janice sent thank you notes to all donors and corporate VP. Dave called and thanked the Bowman parent who organized the effort. THANK YOU.
  - 3. DONE: Chad supplied several supporting financial statements for UAIC grant.
- C. Group Photo (*postponed until next month*)
- D. Existing Bowman Teacher Grants - status
  - 1. *No updates.*
- E. External Grants - status [grants that the BEF applies for]
  - 1. The United Auburn Indian Community (UAIC) visited Bowman November 5<sup>th</sup> and met with Gary Yee, Sheri Callow, and Janice Fera. We are waiting final notification. Grant proposal for \$3500 will replace outdated approx. 100 non-fiction books in the Bowman Library with AR-compatible texts.
  - 2. Postponed: FRED grant application. Will re-visit this August 2014.

## F. Marketing/Communications

1. Dave summarized recent Ackerman Charter School Board decisions including purchase of adjacent undeveloped property and cafeteria infrastructure/code compliance upgrades.
2. Chad summarized the recent PTO meeting, including possible golf fundraiser.
3. TO DO: Caine will give a blurb to Carol about end-of-year employer matching for bulletin.
4. *Postponed: Discussed feasibility having the Bowman website display links for PTO and BEF in the same place? Janice will see if any modifications are possible, hoping to align both groups under one heading (“Volunteer”).*

## III. NEW BUSINESS

### A. Next Fundraiser(s)

1. **Winter Performances:** Board members decided not to pursue the plan to offer free water bottles packaged during all Winter Music Performances for multiple reasons.
2. **2014 Donation Letter:** Caine shared via email a draft solicitation letter to be given to ALL families offering a range of several donation levels (tax-deductible), including an employer matching option. Lindsay offered to fine-tune document.
  - a. Printing quote received for 500 pre-addressed #10 envelopes, plus color letter duplication costs from Auburn Printers/API Mktg.
  - b. Distribution plan: pre-announce in bulletin AND Gary’s weekly Connect-Ed voicemail to homes, AND remind teachers to emphasize importance to students, then place in backpacks. Mailing costs too exorbitant. Email probably not feasible (but Caine will ask Gary anyway).
  - c. DONE: BEF website upgraded to accept donation payments via PayPal.
3. **Oktoberfest 2014:** Board wants to host a Fall “Oktoberfest” Fundraiser next year. Chairperson and other volunteers needed.

### B. December BEF meeting – cancelled

### C. January BEF meeting

1. *Discussion: Let’s plan to offer childcare at the next BEF meeting (Ami/Janice).*

**NEXT MEETING: THURSDAY, January 16, 2014, 6-7:30pm, in the Bowman Library.**

Since there was no further business to come before the meeting, on motion duly made and seconded, the meeting was adjourned at 7:30pm.

Dated: November 21, 2013

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Janice Fera, Secretary