



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 September 19, 2013, called to order at 3:07pm, in Auburn, California.

The following directors, constituting a quorum of the full board, were present at the meeting:

Caine Sussman, Janice Fera, Jen Kaiser, Chad Bender, Dave Slane (via phone)

Other attendees: Doug Conlee, Ami Stroud, Paddy Lawton, Lindsay Barr

I. OLD BUSINESS

A. Minutes of August 15, 2013 were approved.

B. Financial Report

1. Chad presented a summary of last month's expenses and revenue. Balance: \$14,068.32.
2. United Way contributions from two individuals continue to arrive via salary deductions. Our hearty thanks to our anonymous donor in Roseville, and to Will Harper and family of Colfax for their generous contributions.
3. Chad circulated a revised BEF Expense Form, which was unanimously approved.
4. Chad reminded us we need to file our State of Calif form, due 9-30-13. Dave agreed to be the contact for the state paperwork.

C. External Grants [i.e., Grants that the BEF applies for]

1. Auburn Garden Club Grant 2012: Janice will check status with Gary in 3 weeks regarding redwood purchased for raised bed renovations.
2. Caine reported another Extron voice amplification system has been donated to Bowman (destination Band Room). Congrats to Caine for successfully obtaining both of those state-of-the-art systems under his grant proposal.
3. Janice submitted a grant proposal to the United Auburn Indian Community to replace outdated non-fiction books in the Bowman Library.

D. Communications

1. Jen summarized the PTO meeting last week, including their plans for a large fundraiser this spring to support the "beautification project."
2. Lindsay commented that understanding the difference between the PTO and the BEF is difficult for new families. *Future communications project to consider.*

II. NEW BUSINESS

A. BEF Grants to Teachers – updates, positive reports

B. October BEF meeting plans

1. Board will move the October meeting back to 6pm to accommodate working parents.
2. Board moved and seconded (JF/JK) to offer childcare at the next BEF meeting, \$10/hr max 2 hours. Approved. Jaime Stroud offered to take the job for October 2013. Board will re-evaluate after next meeting.

C. Annual Meeting

1. Board moved and seconded (CS/JF) to create a 7th Board of Director position. Approved.
2. Board voted for new officers. Congrats to Dave Slane for 2 more years (President for another year), Jenn Ostrom (Director) for one more year, Jen Kaiser (Director) for 2 more years, and welcome to Ami Stroud (Director) for one year. Janice (Secretary) and Caine (Director) each have one more year.
3. Caine will remind teachers during the next Staff Meeting about BEF grants, giving them a printed copy of the application form.
4. Board discussed creating a project where parents could research grants given at other schools, by grade, and giving suggestions/ideas to the Board (to give to the teachers). Lindsay suggested contacting other Foundations for ideas.

D. Marketing Projects

1. Jen Kaiser called 20+ families who responded to the BEF form asking for volunteers.
2. Ami suggested revisions to the BEF inquiry form. Janice will include in next revision.
3. Cancelled: “BEF Table” during Back To School night.
4. Jen continues to compose a BEF blurb for the Bowman newsletter every other week.

E. Next Fundraiser(s)

1. Board will offer free water bottles packaged with a treat (*and maybe a written advertising piece?*) during the Winter Performances.
2. Board discussed launching a membership/donation drive via a letter to select families who indicated an interest, and creating an intimate catered event as a “thank you” for \$500-\$1000 sponsors. [*will be focus of October meeting*].
3. Spring Fundraiser evening/dinner event cancelled for 2014.
4. Long term: Board will plan on hosting a Fall “Oktoberfest” Fundraiser, Fall 2014.
5. Jen noted that Aub Racquet Club probably will not be avail to host “Kids Night” during the fundraiser. Caine suggested hosting a “movie night” at Bowman with pizza to encourage attendance.

NEXT MEETING: THURSDAY, October 17, 2013, 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 4:54pm.

Dated: September 19, 2013

Janice Fera, Secretary