



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 July 24, 2014 called to order via conference call at 5:30pm, in Auburn, California. The following directors, constituting a quorum of the full board, were present at the meeting:

Chad Bender, Janice Fera, Jenn Ostrom, Christopher Barr

I. OLD BUSINESS

A. Minutes of June 19, 2014 were approved (JO/JF).

B. Financial Report (Chad)

1. Summary of last month's expenses and revenue given. Balance: \$10,895.49

C. Correspondence (Janice) – thank you note from Caine Sussman.

D. Oktoberfest Fundraiser (Jenn)

1. Oktoberfest 2014: Date: Saturday, Sept. 27, 5:30-10pm.
2. **DONE:** Catering deposit given to Bam Daisy BBQ. Approx. \$17/pp. Portable toilets pre-paid. Auction team will include Heather Mauel and friends. Liquor procurement queries initiated. Ticket sales team assembled.
3. **QUESTION:** Will the event site have Wi-Fi or cellular service for our credit card reader? Otherwise remind attendees to bring cash/checks. (Jenn, Chad)
4. **TO DO/Reminder:** Each Board member will provide/procure at least 2 auction items. If you solicit items, please send summary to Jenn so we don't duplicate effort. (All)
5. **TO DO:** Need a banner placed outside school by Friday afternoon 8/8. Need event info added to bulletin blurb for Monday 8/18 distribution. Tickets go on sale 8/19. (Jenn)
6. **TO DO:** Assign volunteers to work tables at Back2School night 8/19 and 8/21 with card reader and cash box. (Jenn)
7. **TO DO:** Update website to take payments for tickets. (Janice)
8. **TO DO:** Acquire ABC liquor permit for Nevada County (Chad). Research liquor amounts purchased at last event. (Janice)
9. **TO DO:** Classroom craft: "Pallet Projects". Need to contact Art Docent (Lisa Jenkins) and start dialog about ideas. (Chad)
10. **TO DO:** Need update on childcare option(s) for parents – prior to ticket sales. (Jen K)

E. Communications

1. **TO DO:** Invite incoming Principal Kelly Graham to August 14 BEF meeting. (Janice)
 - a. **IMPORTANT:** BEF needs a committed teacher/staff liaison to communicate our interests back to the school community and coordinate projects.
 - b. Note: Until this person is chosen, we respectfully request a BEF Board member attend a staff meeting in late August to enlist teacher participation for classroom craft project, in hopes of building parent participation at the auction.

F. BEF to Bowman Teacher Grants

1. **DONE:** Janice emailed copy of the "Grant Completion Document" form to Albrecht, Sussman, and Byerrum for grants made during 2013-2014 school year.

G. External Grants -- applied for by BEF

1. UAIC (United Auburn Indian Community): Reimb requests sent from Bowman to BEF; we have reimbursed \$3394.86 to date. **TO DO:** Janice to follow-up with grantor.
2. Wells Fargo:
 - a. Discussion: Caine Sussman requested microscopes and slides for both 4th grade classrooms (\$1200). Although we wish the \$\$\$\$ amount was closer to \$2500, Chris will speak with his contacts to determine if it is a viable request.
 - b. A very comprehensive "Financial literacy" learning package is available through "handsonbanking.org". Not sure how that could translate into an elective ... or a grant request. Need a Bowman staff member to champion this idea, if interested/viable.

II. NEW BUSINESS

- A. BEF Insurance policy up for renewal 8/1/2014. Paperwork submitted, waiting for quote, approx. \$960 last year (Janice)

NEXT MEETING: THURSDAY, August 14, 2014, 5:30-7:00pm, 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 6:30pm.

Dated: July 24, 2014

Janice Fera, Secretary