



Fammatre Home and School Club

President — Erika Foss
Treasurer — Cindy Roberts
Secretary — Teresa Calvert
CEF Representative — Merissa Knuth
Fammatre Principal — Lisa MacFarland

Alison Wortman — **Vice President**
Melissa Taylor — **Treasurer**
Heather Harper — **Secretary**
Debbie Clima — **Auditor**

Draft Minutes **Monday, May 1, 2017**

7:00 p.m

Fammatre Library

I. Welcome

- Meeting called to order at 7:08 p.m.
- Board Members Present: Erika Foss, Alison Wortman, Heather Harper, Teresa Calvert, Cindy Roberts, Melissa Taylor & Lisa MacFarland
- Parents Present: 13
- Adoption of the Minutes from the April 10, 2017 Meeting
Action: Upon motion by Gabi Nielsen to adopt the minutes, seconded by Shawn Harper, the motion carried unanimously

Documents Filed: April 10, 2017 Meeting Minutes

II. Principal Report

The Principal Report was presented by Lisa MacFarland

- Next Principal Coffee is scheduled for May 12th
- SBAC (Smarter Balanced Assessment Consortium) for grades 3rd- 5th are starting and going until the end of May
- Chicken coop and aviary are integrated and bunny hutch is assembled
- Email any Principal Coffee items

III. Committee Update

Family Dinner Nights: Rosalie Fino

- Wednesday, May 16th at Rock Bottom Brewery. A flyer is required. 10% back to the school.
- Starlight Auction: Erika Foss
 - o Made a little over \$18,000.
- Walkathon: Heather Harper
 - o Raised over \$4000 to date
 - o 132 Walkstarter pages have been created
 - o Mrs. Kuljis's class is in the lead with 26% participation
 - o At a grade level, Kindergarten is leading
 - o Schedule of events is in this week's newsletter

- Signup Genius is online for volunteers
- Envelopes will be sent home this week for additional pledges
- A table will be setup on Friday to assist parents with Walkstarter at drop off

IV. 2017-18 Coordinator Update

- Accelerated Reader Program is discontinued
- Still looking for coordinators for
 - Father/Daughter Dance
 - Mother/Son Event
 - Girls on the Run
 - Giving Campaign
 - Gold Rush
 - Garden
 - Lunchtime Activities
 - Starlight Auction
 - Walk n Roll

V. 2017-18 HSC Board Nominations

- All Positions are Open to be voted on June 5, 2017
 - President stepping down
 - Treasurer(s) stepping down
 - Cambrian Education Foundation (CEF) Representative stepping down (can be more than one person)
 - Discussion ensued about responsibilities associated with this position

VI. 2016-17 Budget Update

Cindy Roberts provided an update on the 2016-17 Fammatre HSC Budget vs. Actuals statement and highlighted the following:

- Revenue is \$171,000
- Expenses are over by \$10,000, which is on target for planned expenses, due to the required need to spend down the reserves

Documents Filed: 2016-17 Fammatre HSC Budget vs. Actuals statement as of May 1, 2017

VII. 2017-18 Budget Introduction

Cindy Roberts provided an update on the 2016-17 Fammatre HSC Budget vs. Actuals statement and highlighted the following:

- Moved to QuickBooks and made modifications to accounts to establish categorized budgets vs. actuals. Establishes what a program has to spend. Most were previously set at \$0.00.
 - Total revenue budgeted was \$86,000, but QuickBooks shows \$171,000. In establishing program budgets, \$140,000 is the accurate figure for anticipated revenue and we surpassed that amount.
 - Total expenses show \$143,000, \$136,000 budgeted and with the correction for QuickBooks modifications, the expenses come in closer to \$90,000.

- \$50,000 additional was planned to be spent out of the cash reserves.
- 2017-18 Budget was setup in QuickBooks with budgeted expenditures with anticipated revenue. This change gives program coordinators a budget for the event/program they are running.
 - \$140,000 available for next year
 - \$69,000 in self funded programs
 - \$50,000 anticipated to be spent from reserves
 - Funds raised in 2016-17 are spent in 2017-18
- Need to spend our reserves, being a non-profit
 - Looking into replacing the KA/KB playground equipment
 - Suggestions are welcome for potential projects
 - Can funds be spent on vendor programs to supplement music, art vista, etc.
 - Volunteers will still be needed to support vendor activities
 - Starting Arts offers programs

Documents Filed: 2017-18 Fammatre HSC Budget Overview 2017-18 Budget

VIII. Announcements

- Need more help with Teacher Appreciation Week
 - Signup Genius is available for volunteers to sign up
- Fammatre website has been updated with calendar, twitter feed and others on the front page
- Coordinator position descriptions can be linked on the website
- Open House is Wednesday, May 17th and information will be available for the 2017-18 open coordinator positions
- Volunteer need/challenges open discussion ensued
- Social Media challenges open discussion ensued
- End of the year volunteer appreciation reception being planned

IX. Closing Comments - None

Meeting adjourned at 8:12 p.m.

Next Meeting:
Monday June 5, 2017 at 7:00 p.m.