

# SunRidge Educational Foundation

## Draft Meeting Minutes for Thursday, 10/05/23

Meeting Location: **Zoom**

### Roll Call

#### **I Establishment of Quorum**

Meeting called to order at 6:17 p.m.

Members present: Sarah Scholze, Robert Simmons, Cheryl Koskela, and Beau Anderson; Guests present: Karina Haedo.

#### **II. Approval of minutes from 09/18/23**

Motion to approve by Beau Anderson, seconded by Sarah Scholze; Approved by 4-0 vote (Brian Eberly joined at approximately 6:19 p.m.).

#### **III. Approval of agenda:**

Motion to approve by Sarah Scholze and Seconded by Cheryl Koskela with Amendment of Move-a-Thon date under Business Item #2 to April 19, 2024, and addition of approval of SEF 2023-2024 Budget to Business Item #2.

Approved by 5-0 vote.

#### **IV Correspondence:**

None received to SEF email inbox. Sarah detailed requests from donors that they receive a letter noting any donations to the auction; Sarah to request additional guidance from Bidding for Good website and SunRidge staff as-needed. Sarah also detailed request for thank you cards from last year's auction as some were pulled for being incomplete; SEF to consider having 7<sup>th</sup> Grade students to redraft and **Karina** will follow up.

Open Session:

None

### **V. Business**

#### **1) Follow-up on Action Items**

Ongoing communication is needed on plan by Sorrel to assess the stove/classroom and food trailer situation. **Karina** to check in on this item along with the Whole Foods garden grant. The stove upgrade is on-hold following according Sarah, as final location for stove still needs to be determined.

Cheryl updated that following the previous meeting, funds were not moved from the Redwood Credit Union Money Market Account to Community First Credit Union. SEF currently has an Exchange Bank account so no need to open a new account and they are offering comparable, if not greater, rates than Community First.

Motion to amend previous motion to move \$100k to Community First Credit Union from Redwood Credit Union Money Account, and instead move to Exchange Bank by Brian and Seconded by Sarah; Approved by a 5-0 vote.

**ACTION ITEM:** Brian and Cheryl to transfer funds.

## **2) Fundraising, Funds and Revenue for 2023-24**

- Grants - new or pending
- Bank accounts update & term deposit
  - Pledge
  - e-script, School Store update (Sarah)
  - 2nd annual move-a-thon on 12/1
  - Auction
  - Falling Leaves Insurance
  - Permanent basketball hoops – Dale

Budget Approval: Brian and Cheryl provided an overview of the draft FY 2023-2024 SEF budget. Brian noted that the current draft budget forecasts a deficit. Discussion was held on ways to reduce the deficit and modify the various budget items to lessen the deficits.

Motion to approve the FY 23-24 SEF Budget with current forecasted loss by Robert and seconded by Brian; Motion passes: 5-0.

**ACTION ITEM:** Brian to issue check to District for SEF percentage to cover science teacher salary for previous FY.

## **3) Funding allocations for 2023-24**

- New Gardening requests?
- Financial assistance – new requests?
- FEAT

Karina detailed funding requests from FEAT and Parent Council to assist with providing insurance coverage for onsite school events such as Falling Leaves.

**ACTION ITEM:** Karina to contact District re: conditions for holding Falling Leaves and whether this can be considered a school-sponsored event.

## **4) Communicating and promoting the SEF**

Tabled until next meeting.

**5) Next Meeting / New meeting times / Close**

**7:30**

T.B.D

**Action Item:** Beau to circulate Doodle Poll for potential times for next meeting week of the October 23<sup>rd</sup>.

Meeting closed at 7:41pm.