

Meeting Minutes
SunRidge Educational Foundation Board of Directors Meeting
Monday, October 28, 2024, 5:30 P.M.
Meeting Location: SunRidge Library

Roll Call

5:30

I. Establishment of Quorum

Quorum established and meeting called to order at approximately 5:36pm. All Directors present with exception of Director Thurber who was absent with advance notice and Director Simmons who arrived at approximately 5:37pm. Karina Haedo, Director of SunRidge School, was also in attendance.

II. Approve Meeting Agenda

Motion to Approve the 10/28/24 SEF Meeting Agenda by Director Yost; 2nd by Director Eberly. Motion passed on a 3-0 vote (Director Simmons arrived following this vote).

III. Approve 09/23/24 Draft Meeting Minutes

Motion to Approve the 09/23/24 Draft Meeting Minutes by Director Eberly; 2nd by Director Yost. Motion passed on a 4-0 vote.

IV. Review Correspondences

The group reviewed a written correspondence from Amy Johnson, President of the Charter School Foundation; she had inquired about the organization's structure, funding sources, and the presence of paid staff. Director Anderson connected her with Director Eberly, who has a personal connection with Amy.

Open Session:

No public comment.

V. Business

1) Review Board Actions Taken by Email

5:40

a. Adding SunRidge Parent Council to SEF Square Account for Electronic Payments

The Board discussed how the Parent Council was added to the SEF Square account with limited access and a unique login in order to receive payments at the Falling Leaves Festival and future fundraising events.

2) Follow-up on Action Items

5:45

a. Updating SEF website for pledge donations – Brian

Brian to confirm if Quickbooks offers a better option than the current website link.

b. Update Sec. of State Filing for current officers - Beau/Robert

Beau & Robert to communicate with tax preparation firm for assistance.

c. Update SEF banking info to reflect current officers - Beau

Pending due to needed update with the Sec. of State Filing for current officers.

d. Bidding for Good non-profit pricing request - Beau

Verbal update was given on non-profit pricing structure.

e. Update Square account - Beau

Verbal update was given on action to add Parent Council to Square account.

- f. Create SEF Venmo - Brian
This item was tabled given existing Square account.
- g. Website consolidation - Robert/Dale
Robert to review login info for old website in order to consolidate into a single, current website for the SEF.
- h. President's message to class parents re: pledge & employer matching programs
Beau to draft message for inclusion in Parent Square communication from SunRidge front office.
- i. Discuss stipend for key volunteer position – All
The Board discussed potential volunteers to assist with Silent Auction coordination and the \$3,000 stipend that would be offered.

3) Fundraising, Funds, and Revenue for 2024-2025

6:00

- a. Bank accounts update & term deposit – Brian
- b. Grants -new or pending
- c. Move-a-Thon – All
- d. Silent Auction – All

4) Discuss Options for Adding Parent Council Bank Account under SEF

6:10

The Board agreed to assign one of the Exchange Bank accounts for Parent Council use, as that would allow the SEF to manage under the Foundation's Tax ID/Non-profit status, and that future changes in Parent Council access would be managed and administered by the SEF. By establishing this account, the SEF can easily assign pass-through funds and/or any budget requests directly to the Parent Council.

5) Review Funding Allocation Requests

6:20

- a. Parent Council 2024-2025 Budget Request
Motion to approve the Parent Council 2024-2025 budget request of \$2,260 by Director Yost; 2nd by Director Simmons. Motion passed on a 4-0 vote.
- b. USF Master's in Education Waldorf Teacher Training
No action on this item.

6) Discuss Logistics and Proposed Timeline for Opening Applications to SEF Board of Directors

6:30

The Board discussed recruiting new members and the possibility of interim directors. The Board decided to encourage interested individuals to attend meetings and potentially join as interim directors before an appointment is made and a formal recruitment process is opened.

7) Review and Potentially Approve Draft 2024-2025 SEF Budget

6:40

The Board agreed to review the Draft Budget, add any comments, and take an email vote.

Adjourn

The meeting was adjourned at 6:58pm.

Next Meeting: December 2, 2024

Respectfully submitted,

