

MEETING MINUTES
SunRidge Educational Foundation Board of Directors Meeting
Monday, September 23, 2024, 5:30 P.M.
Meeting Location: SunRidge Library

Roll Call

5:30

I. Establishment of Quorum

Present: Robert Simmons, JJ Yost, Brian Eberly, Beau Anderson, Dale Thurber joined at 6:02 PM

Guests: Karina Haedo, Brandy Rucker

II. Approve Meeting Agenda

Motion to approve 9/23/24 Meeting Meeting Agenda by Director Simmons; 2nd by Director Eberly. Motion passed on a 4-0 vote (Director Thurber absent)

III. Approve 08/26/24 Draft Meeting Minutes

Motion to approve 8/26/24 Draft Meeting Minutes by Director Anderson; 2nd by Director Yost. Motion passed on a 4-0 vote (Director Thurber absent).

IV. Review Correspondences

Open Session:

Public notice: Audience participation is welcome and encouraged. The President will recognize those members of the audience who wish to speak and may set a time limit on each person's remarks if necessary. The President will usually ask the audience for their remarks after individual Board members have had an opportunity to speak.

V. Business

1) Review Board Actions Taken by Email Vote

5:40

- a. Approval of Zoom license purchase for hybrid SEF meetings
- b. Approval of \$1,200 for SunRidge's Friday Elective Program

2) Follow-up on Action Items

5:45

- a. Updating SEF website for pledge donations – Brian
No update at this time. Brian will work on this next month.
- b. Leverage 501 status in the community – Beau
Beau sent out a campus wide email about employer match donation programs. Brian mentioned the idea of having a class parent to spread awareness about this type of program. Brandy mentioned that existing class parents might be able to help with this. Foundation members to class meetings to update individual classes on pledge status?
- c. Updating & Consolidating SEF websites – Dale

Beau suggests combining websites to make things less confusing. Robert will see if he still has admin access to the old website.

- d. Grant writing commission meeting with interested parent – Dale
Karoly Beaton 5th and 1st parent looking into farm to table grants that Karina suggests may not match existing programming.
- e. Discuss stipend for key volunteer position – How to define roll? How would the paid position interact with existing volunteers? Action: Board members will go into doc and look at position specifications.
- f. Purchase of insurance rider for Falling Leaves – Beau/Robert
Brian says we already have this insurance under our existing coverage. Action: Parent council needs certificate of insurance, Beau to send to parent council.

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

5:55

- a. Bank accounts update & term deposit – Brian
- b. Grants -new or pending – Dale - met with Kerrily (Oliver/Rowan 5th/1st) about grants - she is starting a grant-writing business and wanted to help the school with grant writing.
- c. Move-a-Thon – Need a committee for this year.

Motion that Move-a-Thon will be that a SEF-sponsored event by Director Simmons with a tentative date of April 4th; 2nd by Director Thurber. Motion passed on a 5-0 vote.

- d. Silent Auction – All; \$3000 stipend for coordinator approved.
- e. ~~Krispy Kreme fundraiser~~ - All – Dine and Donates owned by Parent Council this year
- f. Agent listed on Statement of Information form filed with CA Sec. of State

4) Discuss Options for Receiving Electronic Payments

6:10

The Board discussed various options for receiving electronic payments, including QuickBooks, Venmo and Square. Brian will look into establishing a Venmo account as another option.

5) Review Current & Potential Funding Allocation Requests

6:20

- a. Funding for Parent Education Series
Motion to approve \$750 by Director Simmons; 2nd by Director Anderson. Motion approved 5-0
- b. Discuss matching or increasing Auction funds for select classes

Motion to approve matching auction funds up to \$50 for specific program boosters by Director Eberly; 2nd by Director Thurber. Motion approved by a 5-0 vote.

- c. ~~Flag football supplies~~ - handled.
- d. Continued insurance coverage for school events
- e. FrontStream digital fundraising platform subscription -

Motion to use BiddingForGood for this year's auction by Director Anderson; 2nd by Director Simmons. Motion approved by 5-0 vote.

6) Increasing Revenues for Non-Budgeted Expenditure Requests 6:30

7) SEF Presence at Falling Leaves Festival - Beau will be attending 6:40

8) Amend 6/3/24 SEF Board Meeting Minutes 6:50

Motion to amend the 6/23/24 SEF Board Meeting Minutes to include meeting location, last name's of all attendees, and any other required information to reflect the appointments of the Treasurer, Secretary, and President by Director Anderson; 2nd by Director Simmons. Motion passed by a 5-0 vote.

9) Adopt Resolution to appoint SEF President, Treasurer, and Secretary 6:55

Motion to adopt resolution formally appointing SEF President, Treasurer, and Secretary by Director Yost ; 2nd by Director Eberly. Motion passed by a 5-0 vote.

10) Adopt Resolution to update officers on Statement of Information form with CA Secretary of State 7:00

Motion to adopt resolution to update SEF officers on Statement of Information form with CA Secretary of State by Director Simmons; 2nd by Director Yost. Motion passed by a 5-0 vote.

Meeting Adjourned at 7:07 pm

Next Meeting: October 28, 2024

Respectfully submitted,



Dale Thurber
Secretary, SEF