Meeting Minutes
SunRidge Educational Foundation Board of Directors Meeting
Monday, June 2, 2025, 5:30 P.M.
Meeting Location: SunRidge Library

Roll Call 5:30

I. **Establishment of Quorum -** Meeting called to order at approximately 5:32pm with Dale Thurber, Beau Anderson, JJ Yost, Brian Eberly, and Robert Simmons present; Guest - Sunridge Director Karina Haedo

II. **Approve Meeting Agenda** Motion to approve the Meeting Agenda by Director Yost; 2nd by Director Eberly; Approved 5-0

III. **Approve Draft Meeting Minutes from 4/28/25** - Minutes were approved: Yost/Thurber, approved 5-0.

IV. **Review Correspondences**

none at this time

Open Session:

V. Business

1) Review Board Actions Taken by Email 5:35

None this time

2) Follow-up on Action Items 5:40

a. 2024 SEF CA Tax Filing- Brian/Robert. Extension had been filed with a due date of May 15th. Director Ebely received a notice from the State of California that the filing was received on-time.

b. *Accounts*: All officers are now cleared with Exchange Bank; Parent Council will have a debit card now; we just need Wells Fargo to clear.

c. *Website*: Beau sent Tina some items to update the website, and will follow up. We will also receive help with putting widgets (from Givebutter) to embed fundraising links in our section of the website. Motion: "To pay Tina to edit the SunRidge Ed Foundation webpage to attend Giverbutter trainings, update and include Givebutter widgets, Foundation member bios and other not to exceed 40hrs, at $30/hr, with a minimum of 10 hours." Motion to approve by Director Eberly, 2nd by Director Simmons. Approved 5-0.

3) Fundraising, Funds, and Revenue for 2024-2025 5:50

a. *Investments* - We continue to receive Apple share dividends, and have CDs in process.
b. *Grants* - new or pending - none at this time.
c. *Move-a-Thon* – $58,500K raised (deducting costs).
d. *Pledge program*: As of 6/1/25, we are at 53%, $138,000 raised, via the pledge participation. The general understanding is that we have room to grow pledge participation rate. We expect Givebutter and the new DoD to address this in a meaningful way.

Overall, a good year for fundraising - we raised more than we budgeted. With the new DoD role, we've raised next year's goal to $100,000.

4) Review Funding Allocation Requests **6:05**

Motion to approve Sorrel's request for tending and maintaining the school garden over the summer, in an amount not to exceed $3,772.80. Director Anderson, moved; second by Director Simmons to approve; approved 5-0.

Motion to approve Fund the Farm Kitchen Aide position for the 2025-26 school year, in the amount of $4,060; Director Simmons moved, Director Yost seconded; approved 5-0.

5) Calendar of SEF Meetings **6:15**

Director Thurber moved to approve the draft calendar of SEF meetings for 2025-26; seconded Director Simmons, approved 5-0.

6) Discuss SEF Board Member Responsibilities **6:25**

It was acknowledged by all that we can communicate more frequently, especially in regards to important matters, such as the recent DoD position description provided to us by Beau.

7) Discuss Paid Position to Support the SEF **6:30**

The SEF went over the suggested job description. We made some edits to the working proposal and narrowed it down to prioritized and essential responsibilities, and other areas, adding financial incentives to the grant writing process and additional incentive for going beyond our goal of $100,000 next year.

We agreed to pay for an attorney to make sure this job description eliminates SEF exposure to liability. We expect to approve attorney fees by email. Once it's cleared the attorney review, we will go live with advertising the position, setting a timeline of application period, applicant interview and review, and selection. The SEF's aim is to have the DoD position filled by midsummer.

Adjourn

Meeting adjourned at approximately 7:11 pm.

Next Meeting: Aug 25, 2025

Respectfully submitted,

Dale Thurber

Dale Thurber
Secretary