
*Wednesday, August 9, 2017
Century High School Media Center
Board of Directors Regular Meeting*



Board Members (Those in bold in attendance): **Melissa Amundsen, Kari Schroeder,** Chad Campbell, **Jim Thompson,** Terri Derouin, **Kim Keilholtz,** Cheryl Moertel, Kelly Crawford, **Ginny Amundson, Jackie Tester,** School Board Representative – Mark Schleusner, and Student Representatives: Sophie Sargent (CHS), Youser Yousif (MHS), Alia Hezeli (JMHS); **Scott Mahle** (guest)

President Melissa Amundsen called the meeting to order at 6:35 pm.

Approval of minutes

An amendment to the minutes was proposed to add a sentence to the Board Member Updates – “Sophie Sargent and Youser Yousif were approved as new members of the Board.” Kim moved to approve the minutes as amended and Jackie seconded the motion. Motion approved.

Treasurer Report

Chad was not able to attend to present the Income & Expense Report and the Balance Sheet Comparison Report. Melissa reported that this month’s expenses were the payment of the Strive scholarships.

Chad and Melissa met with the accountant. We pay \$260 quarterly for their services, plus \$425 for tax preparation. **It was decided that asking for bids from accountants should be a medium priority for the finance committee.**

It was approved at our last meeting that the accountant could spend \$160 to purchase new checks. We need to revise this to \$176.37. Kim moved to revise the amount and Jim seconded the motion. Motion passed.

Committees Board members need to choose the committees they will join.

BooFest 2017

Student groups will receive money to participate. At the last meeting, we voted to guarantee \$75 in profit-sharing; they may receive more at the discretion of the Board. It was decided last month that we could use grant money to help pay for this, which means that more money is available. Kim moved to increase the minimum guaranteed to student groups to \$125; Jackie seconded the motion. Discussion: Some felt that \$75 is too little since we gave groups \$125 last year. Others felt that moving it to \$125 will really cut into our profit. The first year we offered money to student groups, most of them didn’t take it; however, last year, every group did. Some of the groups used the money for their activities, while others donated it to groups they support. In the past, we made our profit from business sponsors; last year, we didn’t have any, but we also didn’t try very hard to get them. We have mailed 50 letters so far this year and we will go visit others, so hopefully we’ll have some sponsorships this year. We then looked at the proposed budget to give us an idea of how much we would feel comfortable guaranteeing student groups. At this point, Kim amended her motion to guarantee \$100; Jackie seconded the

amendment. The amended motion passed. The letters sent to the student groups will emphasize that this is a guaranteed minimum, that they may receive more.

Ginny moved and Jim seconded to approve the BooFest budget that was presented. Motion approved. Ginny then moved a variance of 10% be allowed for insurance, custodian, publicity, treat bags, postage, decorations, volunteers, and raffle expenses. Kim seconded and the motion passed.

It was proposed that tickets would be sold for \$0.50 per ticket, and bundles of 10 and 20 be available. It was also proposed that a bundle of 50 tickets would be sold for a discounted price of \$20. Each activity would cost between 1 and 5 tickets. Kim moved to accept this proposal and Jackie seconded. Motion passed.

Grants

Make a Difference grant – it was decided to suspend this grant since we are short of funds.

Annual grants – it was decided to go ahead with these. **We will decide the amount after BooFest. The grant committee will decide the deadline date for submission.**

Payroll Deduction Kim met with John Carlson, executive director of Finance for the Rochester Public Schools, to talk about having a payroll deduction option for Public School employees. A form will be mailed to all district employees. Kim will meet with John to ask for input on a draft form and to ask how much the school district will do. **We will approve the form at the September meeting.**

Melissa reminded us to keep recruiting board members.

Upcoming meetings The next meeting is Wednesday, September 13, 2017.

The meeting was adjourned at 8:05 pm.

Respectfully submitted,

Ginny Amundson, secretary