



EFBMMS  
8.23.2023 Meeting Minutes

Meeting called to order at 7:05 PM.

**1) Welcome:**

- Attendees: Lucien Dupont, Rebecca Cardoso, Lenore Joseph, Darcel Glover, Lori Donohue, Gitanjali Shinde, Marcella Mirafuentes and Karen Clark.

**2) Treasurer's Report:**

- Reviewed July Treasurers Report
- Remaining cash available ~\$14K
  - \$5K in reserve- \$8.5K can be used as a steppingstone for 2023-2024 Fundraising efforts.
  - \$1,314: Donations received since the start of the year.
- Stripe vs PayPal: We have accepted PayPal payments; we have access to Stripe Web account. Fees are 6% for Stripe and PayPal is 2%. Is Venmo an option?
  - **ACTION:** Lucien to review options for nonprofit rates from other providers equal to PayPal expenses. Lucien to try and create a new Venmo account without a cell phone number.
- Tax Questionnaire: Board members to review Rebecca's excel file to confirm the Foundation is compliant.
  - Bi-Annual statement of Intent: Document was filed, next document to be filed in August 2025.
  - Raffles: Does the Foundation want to run one for 2023/2024 year? If yes, action is required.
  - ACTION: Lucien to review and post the past seven years' worth of Tax Returns on the Foundation Website. Becky to send PDF files.
- Academy: \$14K available for 2023/2024 Academy funding.
- Replacement Treasurer: **Rebecca is managing until a replacement Treasurer is found.**
  - Open Position; Donation Coordinator: Karen Clark volunteered for position.
    - i. **Gitanjali Motioned** for Karen Clark to be appointed to the Fundraising/Donation Coordinator position. **Motion Seconded by Rebecca. Motion Carries.**

**3) Presidents Report:**

- Foundation Goal: To raise \$40,000 for 2023/2024. +/- \$15K was raised and distributed to the school in 2022/2023.
- Back to School Night: Foundation will have a table at the event, Gitanjali will print 500 business cards (cost \$58 approved).
- Direct Ask Mailing: Hold for now as we work on Teacher Wish List.
  - ACTION: Principal Glover to add a message about the Foundation to his weekly Sunday communication.
- Donation Levels 2023/2024: Gold, Silver, and Platinum potential reward programs.

- Cup, Mug and Canvas Bag being reviewed.

#### 4) **Principal's Report:**

- **Teacher Wish List:** Principal Glover will send a note to the staff on Thursday giving them two weeks to produce the list.
  - **Target:** up to \$750 grants, 53 teachers with the goal to raise +/- \$40K.
  - **ACTION:** Lucien to find a new software program to support the process and allow multiple entries.
- **School Site Council:** BMMS is looking for parents and family members to be the voice of the establishment to help with the direction of the school. Looking to create a panel for educators, students, and families. Two-year term.
- **ASB Teacher:** Principal Glover has the additional funding covered. No further request from Foundation.
- **Elective:** With the School Redesign there could be elective changes for the 2024-2025 school year. BMMS will potentially go to eight periods with up to three electives.

Meeting adjourned at 8:07.