



There was a meeting of the Friends of North Syracuse Early Education Program, Inc. on August 20, 2015 at the NSEA Offices.

Attendance: Janet Goncalves, Tammy Harris, Dawn Hussein, Jennifer Higgs, Jessica Kurpiewski, Linda Kurpiewski, Sara MacMartin and Catherine Podolak

The meeting was called to order at 6:41pm.

Linda Kurpiewski made the motion to approve the minutes from the July 19, 2015 meeting as prepared and presented. Sara MacMartin seconded the motion and it was carried.

*Treasurer's Report: There is currently \$51,916.34 on deposit with \$23,326.63 tied up with encumbered funds and verbal commitments and \$28,047.58 available for use. The expenses for the month totaled \$145.88. Income for the month totaled \$489.49. Linda Kurpiewski made the motion to approve the Treasurer's Report as presented and prepared. Sara MacMartin seconded the motion and it was carried.

*Treasurer Position: Tamara Harris and Janet Goncalves spoke about themselves and answered questions the group had. A written vote took place and Tamara Harris received the majority of votes.

*Approval of Board Officers and Members: Jennifer Higgs made a motion to elect Jessica Kurpiewski as the President for the fiscal year of August 1, 2015 through July 31, 2016. Dawn Hussein seconded the motion and it was carried. Sara MacMartin made a motion to elect Jennifer Higgs as the Secretary for the fiscal year of August 1, 2015 through July 31, 2016. Linda Kurpiewski seconded the motion and it was carried. Ballot vote elected Tamara Harris as the Treasurer for the fiscal year of August 1, 2015 through July 31, 2016.

*Signing of Conflict of Interest: All attending members signed the annual Conflict of Interest Policy.

*Bylaws Update and Approval: There was discussion over changes to be made. The Bylaws approval will be pushed back to next month to accommodate time to make discussed changes to the Bylaws.

*Operating Budget 2015/2016: There was discussion about making building needs a line item in the budget. After discussion, it was decided to add the building needs budget of \$2,000.00 per year that will be added to the budget. An operating budget was presented to the group. Jennifer Higgs made the motion to approve the operating budget as written with the option for adjustments as needed. Dawn Hussein seconded the motion and it was carried.

*Tile Wall: The replacement tiles have been ordered and there is no idea when the tiles will be delivered.

*Wish List: Phil Cleary submitted a request for reflective window film for the windows in the breezeway of the building and near the elevator. This would provide energy efficiency as well as security. The total of the request is for \$960.00. This request was put to the rubric and was approved. The district got a price quote of \$531.66 for the rugs. Dawn asked for an official quote for the rugs and she will forward this information to the board. Friends will send a check directly to the merchant for rugs.

*Other Business: Jessica spoke with Speech Candy about being added as a monthly benefactor for their community giving program. In December, they will send an email for us to register for the community giving program next summer. Jennifer has secured Friends as the benefactor for FocalPoint Federal Credit Union's quarterly change collection. Friends will be receiving their funds from their collection cans for October, November and December. Sara is working on a sheet to hand out at Meet the Teacher night with six things to help Main Street and she put Friends Amazon Smile on it.

The next meeting will be held on September 17, 2015 at 6:30 pm at Main Street School.

Tamara Harris motioned to adjourn the meeting. Sara MacMartin seconded the motion and the meeting was adjourned at 8:26 pm.

Respectfully submitted,

Jennifer Higgs