



There was a meeting of the Friends of North Syracuse Early Education Program, Inc. on February 12, 2015 at Main Street School.

Attendance: Hal Breon, Shari Doherty, Jennifer Higgs, Dawn Hussein, Jessica Kurpiewski, Linda Kurpiewski and Catherine Podolak

The meeting was called to order at 6:40pm.

Shari Doherty made the motion to approve the minutes from the January 8, 2015 meeting as prepared and presented. Hal Breon seconded the motion and it was carried.

\*Treasurer's Report: There is currently \$46,789.83 on deposit with \$27,924.90 tied up with encumbered funds and verbal commitments and \$18,864.93 available for use. The expenses for the month totaled \$1,905.95. Income for the month totaled \$96.79. Jennifer Higgs made the motion to approve the Treasurer's Report as presented and prepared. Shari Doherty seconded the motion and it was carried.

\*Therapy Ball: Donations are starting to come in and we have received some great items. Jennifer spoke with Dan Barbagallo regarding the event and needs to schedule a face to face meeting with him to go over all the specifics as there are some conflicts as there is a transition going on at Barbagallo's. Hal volunteered to schedule a meeting with the Barbagallo's to go over things with them. Jennifer is currently working on food for the event.

\*Wish List Request: Kate Lane put in a request for three Bracken Basic Concept Scales. The request is for one scale per two classrooms. The request is to add to the kits, not replace the current kits in the building. There are currently three kits in the building, that will continued to be used, however, they are well used and falling apart. These concept scales are used for testing during annual review for special education students and some teachers will test new students. The cost of a kit is \$552.50 and the total request is for \$1,657.50. The request was put to the rubric and the request was approved. Dawn requested that the Summer Camp Fair be revisited. The State has not approved the conditional approval without more information about budget and other items from the school. One of the items that the school advised the state that they do participate in preschool fairs and similar fairs and if this is taken away, this is another item off the list for the State. Catherine Podolak made the motion to approve \$300.00 for the Summer Camp Fair. Hal Breon seconded the motion and it was carried.

\*Polka Tot Sale Booth: Jessica has secured a booth at the large consignment sale for no charge for the school to distribute information about our program.

\*Playground Research Update: Sara is looking into the cost and the process for installation. Jennifer stated that she thought that the reason for the research was so that a grant can be written to the CNY Community Foundation. Hal stated that is correct and that he needs a list of what is needed/wanted for the playground

and then he will go forward with writing the grant request. Shari stated that her next step is to gather all the items and equipment that would fit in the playground area and the costs for installation and then give that information to Hal and the board as well.

\*Tile Wall Update: Jessica spoke with Brian again and he stated that he cannot fix the current issues with the wall. He is going to put together a quote for replacement of the wall. There was a suggestion to look for a local artist or student who can repair the paint issues.

\*Change in April Meeting Date: The April meeting is currently schedule for the 16<sup>th</sup>, which is the night of the Therapy Ball. Hal Breon made a motion to change the meeting date to April 23<sup>rd</sup>. Catherine Podolak seconded the motion and it was carried.

\*Alumni/Potential Donor Spreadsheet Status: Tammy Harris was unable to make the meeting, however, she did send Jennifer a message that she has begun working on the spreadsheet. There was discussion that this project needs to be put on the front burner in order to begin work on our next fundraising project. Once the Therapy Ball is done, the spreadsheet needs to be our main focus. A suggestion was made to have the spreadsheet completion deadline of April 30, 2015.

\*Upcoming Project Suggestions: Catherine and Jennifer want to take the Alumni/Potential Donor Spreadsheet and turn it into an annual giving campaign.

\*Other Business:

The next meeting will be held on March 19, 2015 at 6:30 pm at Main Street School.

Hal Breon motioned to adjourn the meeting. Linda Kurpiewski seconded the motion and the meeting was adjourned at 7:55 pm.

Respectfully submitted,

Jennifer Higgs