



There was a meeting of the Friends of North Syracuse Early Education Program, Inc. on January 14, 2016 at Main Street School.

Attendance: Janet Gonçalves, Jennifer Higgs, Dawn Hussein, Jessica Kurpiewski, Linda Kurpiewski, Sara MacMartin, Catherine Podolak and Kristin Pyer

The meeting was called to order at 6:33 pm.

Janet Gonçalves made the motion to approve the minutes from the December 10, 2015 meeting as prepared and presented. Sara MacMartin seconded the motion and it was carried.

\*Treasurer's Report: There is currently \$51,060.07 on deposit with \$31,160.43 tied up with encumbered funds, and budgeted commitments and \$19,899.64 available for use. The expenses for the month totaled \$4,627.55. Income for the month totaled \$5,422.43. Sara MacMartin made the motion to approve the Treasurer's Report as presented and prepared. Kristen Pyer seconded the motion and it was carried.

\*Treasurer Position: Tamara Harris resigned from the Treasurer position on December 22, 2015. Janet Gonçalves is still interested in the Treasurer position. Jennifer Higgs made the motion to nominate Janet Gonçalves as Treasurer. Linda Kurpiewski seconded the motion and all approved.

\*Wish Requests: Mandy Murphy and Kelle Santa put in a wish request for a seminar of DVD for Play Therapy for Trauma – Brain Based Strategies for Children and Adolescents. The cost of the DVD is \$169.99. This DVD will be put into the professional development library for any staff to have access to. The DVD is available for preorder and it will ship after the seminar on February 25<sup>th</sup>. The DVD request was put to the rubric and passed.

\*Walk-A-Thon: Jessica has a rough draft of pledge sheet and letter to the families. She will work on some suggestions and get that out to the families soon. She is working on goody bags and snacks. The classroom with the highest percentage of donations will receive a frozen yogurt party and an item for play for the classroom, with a value of up to \$100.00.

\*Tile Wall Update: Linda has offered to repaint the boarder of the tile wall a blue color. Jessica asked about getting the wall hung and where it will go. There was a question about the wall not being sealed and Jessica stated that the teacher that painted it said that the seal is not necessary. Jennifer Higgs made a motion to approve up to \$30.00 for a lunch for the teachers that painted the tile wall. Kristen Pyer seconded the motion and it was carried.

\*Therapy Ball: Jennifer handed out a list of potential donors that she will be reaching out to. Happy Snap has donated a photo booth for the event. Jennifer is working on securing donations for destination spots. Jennifer also ordered business card sized Save the Date cards.

\*Playground Grant Update: There is no update at this time as Hal was not in attendance.

\*Other Business: There was discussion to purchase a thank you gift for the accountant. Jennifer Higgs made the motion to approve a \$50.00 budget for a thank you gift. Dawn Hussein seconded the motion and it was carried. There was discussion about keeping the staff updated on what is going on with Friends. A suggestion was for a representative to attend the monthly staff meeting or to do a newsletter for the staff. Another suggestion was to put together a Friends bulletin board for the staff to see, where we post the financials, minutes, and wish requests that were approved. Dawn stated that one of the 2 way radios does not work. The battery was replaced and it still did not work. Jennifer will check on Amazon for the same model of 2 way radio for a replacement radio. She will email the group with the price and approval for new radio. This is a safety issue and needs attention. Dawn also advised that planning has begun on the Mary Vaughn memorial. The planning committee is looking into doing a tricycle track on the playground, with a shed to store the tricycles and an arbor. Mary Vaughn's family was all for this idea. The hopes is to begin working on this in early spring/summer.

The next meeting will be held on February 11, 2016 at 6:30 pm at Main Street School.

Linda Kurpiewski motioned to adjourn the meeting. Janet Gonçalves seconded the motion and the meeting was adjourned at 7:33 pm.

Respectfully submitted,

Jennifer Higgs  
Secretary