



There was a meeting of the Friends of North Syracuse Early Education Program, Inc. on July 21, 2016 at Main Street School.

Attendance: Hal Breon, Shari Doherty, Janet Gonçalves, Jennifer Higgs, Dawn Hussein, Jessica Kurpiewski, Linda Kurpiewski, Kate Lane, Sara MacMartin, Catherine Podolak, and Kristin Pyer

The meeting was called to order at 6:31 pm.

Dawn Hussein made the motion to approve the minutes from the June 16, 2016 meeting as prepared and presented. Shari Doherty seconded the motion and all were in favor.

*Treasurer's Report: There is currently \$56,964.50 on deposit with \$18,430.29 tied up with encumbered funds, and budgeted commitments and \$30,525.73 available for use. The expenses for the month totaled \$756.96. Income for the month totaled \$331.57. Year to date expenses are \$24,642.76 and year to date income is \$29,582.29. Sara MacMartin made the motion to approve the Treasurer's Report as presented and prepared. Jennifer Higgs seconded the motion and all were in favor.

*Technology Update: Jennifer handed out a survey at the June staff meeting asking what the staff would like to see us purchase with the technology funds. The majority came back for an iPad for each classroom. The purchase of the iPads will be pushed back to September to get some updated price quotes.

*Executive Board Nominations: Jessica regrettably advised the group that her life is extremely busy and she needs to step back and will continue as President if no one else is willing to step into the President position. Jennifer Higgs was nominated for President, Catherine Podolak was nominated for Vice President, Kristin Pyer was nominated for Secretary and Janet Gonçalves was nominated for Treasurer. All nominations were accepted and will be voted on at the August Organizational Meeting.

*Update Bylaws and Conflict of Interest Policy: The edits are still being worked on and research is still being done. There will be additions of the Vice President and what will happen should the group disband. The Bylaws will be ready for vote at the August Organizational Meeting.

*Wish Requests: Sherry Nalli put in a request for two sets of five story books from the Incredible Flexible You series. Each set costs \$49.50. This request was put to the rubric and it passed. The

cost of this will come from the staff development budget. Kate Lane put in a request for Speed Dial record forms. The request is for 10 packs of 50 forms, for a total cost of \$525.00 with shipping. This request was put to the rubric and it passed. The cost for this will come from the staff development budget. Kate Lane put in a request for shelves for her classroom. The total for the shelving units is \$69.03. This request was put to the rubric and it passed. The cost for this will come from the building needs budget. Cheri Rotelli put in a request for Miller Function and Participation Scales Complete Kit. The total cost is \$451.75. This request was put to the rubric and it passed. The cost will come from the wish request budget. Donna DiFulvio put in a request for ink cartridges for the speech department. The total cost is \$118.98. This request was put to the rubric and it passed. The cost will come from the wish request budget. Sara MacMartin put in a request for various toys for the toy library. This request was put to the rubric and it passed. The total left in the wish request budget is \$700.00 and Sara will decide which toys are most needed and purchase with the remaining funds in the budget.

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

Sara MacMartin motioned to adjourn the meeting. Shari Doherty seconded the motion and the meeting was adjourned at 7:31 pm.

Respectfully submitted,

Jennifer Higgs
Secretary