



There was a meeting of the Friends of North Syracuse Early Education Program, Inc. on June 16, 2016 at Main Street School.

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

The meeting was called to order at 6:38 pm.

Sara MacMartin made the motion to approve the minutes from the May 19, 2016 meeting as prepared and presented. Shari Doherty seconded the motion and it was carried.

\*Treasurer's Report: There is currently \$57,389.90 on deposit with \$26,484.02 tied up with encumbered funds, and budgeted commitments and \$30,905.88 available for use. The expenses for the month totaled \$601.27. Income for the month totaled 954.71. Year to date expenses are \$23,885.79 and year to date income is \$29,250.72. Catherine Podolak made the motion to approve the Treasurer's Report as presented and prepared. Shari Doherty seconded the motion and it was carried.

\*Tile Wall: Jessica advised that since the last meeting, 4 tiles have been sold. She plans on taking the plaque tiles to be engraved on a monthly basis.

\*Annual Giving Program: Jennifer would like to have the annual giving program donation letters ready to be mailed to alumni families before Thanksgiving. She will begin working on the letter and Shari and Sara volunteered to help prepare the letters for mailing.

\*Update Bylaws and Conflict of Interest Policy: The committee met on June 3, 2016 to begin making revisions. The revisions were shared with the group and suggestions were made for voting rights and Board Members. Additional revisions will be made based on these suggestions to prepare for approval at the August Organizational meeting.

\*2016-2017 Budget: Janet has been working on the budget for the 2016-2017 fiscal year. Copies of the proposed budget were handed out for review and Janet welcomes any suggestions for changes. The final budget will be up for approval at the August Organizational meeting.

\*Wish Requests: Sara MacMartin submitted a request for a new twin mattress and mattress cover to replace the one that is on the stage in the gym that is beyond repair. The total of the request is approximately \$240.19. The request was put to the rubric and it passed.

\*Technology Update: Jennifer has been in touch with Shannon Knapp for an update on the wireless for the school. At this point, Shannon stated that there have been delays in the district, so the building wide wireless is on hold for the moment. The iPads can still be purchased and used without the wireless. There was discussion on the process of handling the iPads once they are purchased, as they will be Friends property. There was a suggestion that the iPads get checked out to the teachers at the beginning of the year and checked back in at the end of the year.

\*Other Business: None at this time.

The next meeting will be held on July 21, 2016 at 6:30 pm at Main Street School.

Kristin Pyer motioned to adjourn the meeting. Dawn Hussein seconded the motion and the meeting was adjourned at 7:33 pm.

Respectfully submitted,

Jennifer Higgs  
Secretary