



There was a meeting of the Friends of North Syracuse Early Education Program, Inc. on October 15, 2015 at Main Street School.

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

The meeting was called to order at 6:34 pm.

Hal Breon made the motion to approve the minutes from the September 17, 2015 meeting as prepared and presented. Shari Doherty seconded the motion and it was carried.

\*Treasurer's Report: There is currently \$51,873.84 on deposit with \$35,867.11 tied up with encumbered funds, and budgeted commitments and \$16,006.73 available for use. The expenses for the month totaled \$1,521.40. Income for the month totaled \$108.81. Shari Doherty made the motion to approve the Treasurer's Report as presented and prepared. Jennifer Higgs seconded the motion and it was carried.

\*Wish Requests: There is a wish request from Cheri Rotelli in the physical therapy department. She is looking for a special needs stroller designed for children with special needs to a maximum weight of 110 pounds. The cost of the stroller is \$526.95. The wish was put to the rubric and it passed. Jennifer will notify Cheri that the wish was approved.

\*Water Fountains: There was discussion about potentially purchasing two drinking fountains with water bottle filling stations on them. Dawn received a price quote for the fountains of \$910.37 per fountain. Jessica had suggested using the funds raised from the Walk-A-Thon to put towards the purchase of the fountains.

\*Walk-A-Thon: Jessica is looking for volunteers for the committee. Jessica has received a certificate of achievement from Texas Roadhouse for one free kid's meal for each of the students. She also brought a sponsor letter for the group to proofread. Jessica will make the necessary changes and send it out to the group to proofread. Also, Jessica presented a budget for the Walk-A-Thon of \$500.00. Dawn Hussein made a motion to approve the Walk-A-Thon budget as presented and prepared. Linda Kurpiewski seconded the motion and it was carried.

\*Quilt Raffle: Janet Goncalves will be chairing this fundraiser. It was decided to use the holiday themed quilt for our fundraiser and to use the other quilt for a Therapy Ball donation. The sale of tickets will begin November 12<sup>th</sup> and the drawing for the winner will take place on December 18<sup>th</sup>.

\*Get Air Potential Fundraiser: Jennifer contacted Get Air about fundraising. First option is purchasing a Birthday party for \$200.00 and raffling it off we keep all the proceeds. Second

Option having a Get Air night which would be a 20% of all sales raised will be donated to us. Third Option is we purchase gift certificates for \$6.00 we can resell them for \$10.00. Jennifer will be contacting Get Air with some questions and concerns we had. This will be approved by email.

\*Purchasing Guidelines: This is tabled to next month's meeting.

\*Annual Giving Letter: We will be targeting alumni parents. The draft will be tabled for next month's meeting.

\*Tile Wall: Jessica will be contacting Bill Leclair or Jaime Sullivan to see if it would be possible for the Technology/Art students to repair the Tile wall.

\*Other Business: Tammy and Janet will be looking into if there is any conflict of interest if Janet became the new accountant for Friends.

The next meeting will be held on November 12, 2015 at 6:30 pm at Main Street School.

Linda Kurpiewski motioned to adjourn the meeting. Shari Doherty seconded the motion and the meeting was adjourned at 8:55 pm.

Respectfully submitted,

Jennifer Higgs  
Secretary