



There was a meeting of the Friends of North Syracuse Early Education, Inc. on August 9, 2018 at Main Street School.

Attendance: Janet Goncalves, Shari Doherty, Trisha Harp, Jennifer Higgs, Sara MacMartin, Regina Petrera-Chiarizia and Catherine Podolak.

The meeting was called to order at 6:35 pm.

Prior to elections, Jennifer and Catherine each made separate statements apologizing if they have ever behaved in an unprofessional manner that reflected badly on the organization or ever caused harm to the organization or any of its members. They each indicated their willingness to vacate their positions as officers if any member(s) felt that would be in the best interest of the organization's future.

Shari Doherty has decided, after 10 years of being a board member with Friends, she will be stepping down. She has offered to continue to help with some of the Friends events throughout the school year. She will certainly be missed by all.

The board voted unanimously for Jennifer Higgs for president, Catherine Podolak for Vice president, and Janet Goncalves for Treasurer, and Trisha Harp for secretary. All officers signed conflict of interest forms. Jennifer Higgs made the motion to nominate Dawn Hussein, Jessica Kurpiewski, Linda Kurpiewski, Sara MacMartin, Danielle O'Brien, and Kate Zacharek as members of the Friends board. Shari Doherty seconded the motion and it was carried out unanimously. The board members present signed conflict of interest forms and the others will do so at the September meeting.

***Treasurer's Report:** There is currently \$49,526.93 on deposit with \$18,326.26 tied up with encumbered funds and budget commitments and \$36,901.36 in dispensable funds. The expenses for the month totaled \$2,386.13. Income for the month totaled \$26,860.86. Jennifer Higgs made the motion to approve the Treasurer's Report as presented and prepared. Sara MacMartin seconded the motion. The motion was carried unanimously.

***Tuition Assistance Program:** The policy and procedures of TAP was discussed and approved by members of the Friends board. There will be \$1,000 set aside each year for this program, it will not accumulate but will remain in an account until needed. For more information, please contact a Friends board member or staff member at Main Street. Sara MacMartin made the motion to approve the minutes from July 19, 2018 meeting, Shari Doherty seconded the motion. The motion was carried unanimously.

***Open Discussion:** The iPad discussion from July's meeting was brought up again. There was some confusion regarding the final outcomes of that discussion. Some members walked away from the meeting with the idea that it would be discussed further at the August meeting while others thought final decisions had been made. At the end of this discussion, it was decided that the current contract needs to be reviewed and revised. Sara proposed asking current Main Street staff for input on summer iPad.

*Laptops were handed out to Jennifer Higgs, Janet Goncalves and Trisha Harp during the meeting. The laptops are to be used for Friends only business. Laptop agreements were signed. If a new vice president come in or Catherine decides she needs a laptop in the future, there is money in the budget to accommodate this need.

Jennifer Higgs motioned to adjourn the meeting. Sara MacMartin seconded the motion and it was carried unanimously at 7:15 pm.

The next meeting will be held on September 20, 2018 at 6:30 pm at Main Street School.

Respectfully submitted,
Trisha Harp

Friends of the North Syracuse Early Education Program, Inc.

Profit & Loss Budget vs. Actual 18-19

07/19/18

Accrual Basis

August 2018 through July 2019

	Aug '18 - Jul 19	Budget	\$ Over Budget
Income			
Amazon Smile	0.00	150.00	-150.00
Community Giving	0.00	1,500.00	-1,500.00
Cookbooks	0.00	0.00	0.00
Donations	0.00	0.00	0.00
Funding Factory Income	0.00	0.00	0.00
Interest Income	0.00	110.00	-110.00
Other Types of Income	0.00	0.00	0.00
paypal cashback	0.00	75.00	-75.00
Therapy Ball Income	0.00	13,000.00	-13,000.00
Walk-A-Thon Income	0.00	2,250.00	-2,250.00
Total Income	0.00	17,085.00	-17,085.00
Gross Profit	0.00	17,085.00	-17,085.00
Expense			
Accounting Fees	0.00	500.00	-500.00
Advertising	0.00	1,250.00	-1,250.00
Building Needs	0.00	2,000.00	-2,000.00
Insurance - Liability, D and O	0.00	250.00	-250.00
Library World	0.00	450.00	-450.00
misc expense	0.00	50.00	-50.00
paypal fees	0.00	25.00	-25.00
Postage, Mailing Service	0.00	100.00	-100.00
Printing and Copying	0.00	150.00	-150.00
Snack Program	0.00	1,600.00	-1,600.00
Speed Dial Forms	0.00	600.00	-600.00
Staff Development	0.00	2,000.00	-2,000.00
Supplies	0.00	25.00	-25.00
Taxes	0.00	50.00	-50.00
Therapist Staples Cards	0.00	0.00	0.00
Therapy Ball	0.00	1,500.00	-1,500.00
Tile Wall	0.00	0.00	0.00
TracFone	0.00	100.00	-100.00
Tuition Assistance Grant	0.00	1,000.00	-1,000.00
Uncategorized Expenses	0.00	0.00	0.00
Walk-A-Thon	0.00	150.00	-150.00
webhosting	0.00	25.00	-25.00
Wish List	0.00	3,600.00	-3,600.00
Total Expense	0.00	15,425.00	-15,425.00
Net Income	0.00	1,660.00	-1,660.00