



There was a meeting of the Friends of North Syracuse Early Education, Inc. on September 20, 2018 at Main Street School.

Attendance: Janet Goncalves, Trisha Harp, Jennifer Higgs, Sara MacMartin, Regina Petrer-Chiarizia Danielle O'Brien, Catherine Podolak, and Kate Zacharek.

The meeting was called to order at 6:37 pm.

Sara MacMartin made the motion to approve the minutes from August 9, 2018 meeting, Kate Zacharek seconded the motion. The motion was carried unanimously.

***Treasurer's Report:** There is currently \$49,958.98 on deposit with \$23,374.08 tied up with encumbered funds and budget commitments and \$25,688.54 in dispensable funds. The expenses for the month totaled \$2.80. Income for the month totaled \$432.05. 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.

***Wish List:** Dawn Hussein put in a verbal request for a new picnic table to be put outside in the front of the school for staff usage. The table will also include memory plaques which may be purchased by the family, not a purchase from Friends of NSEEP. Since the picnic table does not directly benefit the students, it did not meet the requirements to seek approval. It was suggested that using Coke money to purchase the table is a better possibility.

***Apple Care:** Apple care is only available for two years and will be ending in December 2018 for the classroom and psychologists iPads. One of the iPads had to be replaced due to a crack in the screen. The teacher who had the iPad was asked to pay the \$49.00, which was a co-pay/deductible to cover the cost of replacing the screen that broke. This is in accordance with the contract that was signed and due to the damage being done outside of the classroom and while it was admitted that their child was using the iPad at the time of the damage.

***Grant Writing Committee:** Grant writing is the base that Friends was founded on and with that, we will be focusing on grant writing and forming a committee to help with this. The grant writing committee will consist of Janet Goncalves, Jennifer Higgs, Catherine Podolak, and Kate Zacharek. The committee will be writing a grant for submission for March of 2019 to cover the cost of the cafeteria chairs and tables.

Jennifer Higgs motioned to adjourn the meeting. Danielle O'Brien seconded the motion and it was carried unanimously at 7:15 pm.

The next meeting will be held on October 18, 2018 at 6:30 pm at Main Street School.

Respectfully submitted,

Trisha Harp