

REDWOOD DAY SCHOOL PARENTS' ASSOCIATION
Minutes of Board Meeting of June 5, 2007

Attending :

Board members: Ellen Jaffe, Charlie Cypher, Ann Vawter, Debbie Edack, Rita Patchel, Margaret Gee, Kay Carney-Filmore, Nastaran Pourcyrour, Annie Goldsmith, George Horton
Guests: Rik Hansen, Jill Nesbitt, Debbie Mitchell

1. Welcome

Ellen welcomed board members and guests (incoming 2007-2008 Board members).

2. Meeting Minutes

The minutes of the previous RDSPA General and Board meetings (both on 5.07.07) were approved with modifications.

3. Financial Report

Ann presented the financial report. Net revenues were \$57,000 less than last year (\$95K vs. \$152K) due principally to the absence of a raffle (\$29K absent), decreased auction revenue (\$22K less) and decreased scrip revenue (\$4K less). Ann suggested that more aggressive scrip recruitment be implemented. The RDSPA spent \$28K more than it took in this year. This was partially due to the auction expenses being \$25K over budget. A discussion followed concerning next year's auction as well as RDSPA financial management in general.

Action: Ann, Rik and Charlie to develop budget (zero-balance).

Action: Debbie Edack and Jill to continue the search for a spring fundraiser chair. A goal of \$80K was deemed acceptable.

Action: Debbie Edack is to book the Sequoia for the spring 2008 auction.

Action: The Board is to investigate methods for better tracking of committee budgets vs. actual expenses.

4. Governance Committee

A motion was passed to have the Governance Committee continue its work in 2007-2008.

Action: Charlie is to give a description of the Governance Committee to Debbie Edack to be placed on the gallery board and sent out in the RDS summer mailing.

5. Tentative Calendar

Charlie announced that a tentative 2007-2008 calendar was included in the RDSPA Board binders handed out to Board members.

6. Scrip

Action: Beth Franklin is to be asked to include scrip enrollment in the summer package (emphasizing kindergarten and first grade).

7. Committee Chairs

Debbie Edack announced the following status:

Hospitality : OK

Prism co-chair : Lori Shepherd

Speaker series : Helena would like co-chair

Raffle : search in progress (Ellen to co-chair only)

Auction : need co-chairs

8. Room Parents

Margaret announced that 2 or 3 grade levels do not yet have 4 parents each but that she is getting close to a full roster.

9. Logowear

Kay announced that a vendor decision has not yet been made. An overall logowear program is needed. Advancement has the RDS logo.

Orientation/Back to School resulted in good sales.

Logowear information should be placed in the summer mailing.

10. Recap of 2006 – 2007

Ellen reviewed the past year's accomplishments and thanked all those involved for their efforts.