

REDWOOD DAY SCHOOL PARENTS' ASSOCIATION
Minutes of Board Meeting of September 11, 2007

Attending :

Board members: Charlie Cypher, Rik Hansen, Ann Vawter, Jean Thompson, Debbie Edack, Rita Patchel, Margaret Gee, Debbie Mitchell, Jill Nesbitt, Ellen Jaffe, Mike Riera, George Horton

1. Welcome

Charlie welcomed board members and guests.

2. Budget Approval Process

Charlie presented three proposals for reviewing/approving the budget at both the Board meeting and the General Meeting. The third proposal (review and voting line-by-line by the Board, vote on entire budget at the General meeting) passed with a majority vote.

3. Meeting Minutes

The minutes of the June meeting were approved with an amendment by Margaret Gee.

4. Funds to RDS

Mike requested that the teacher summer study grants be funded at the previous year level (\$15K) rather than be reduced to \$13K as proposed in the budget.

Mike stressed the importance of the trustees/faculty/RDSPA holiday event and encouraged the Board to continue to fund it (\$2K).

Mike requested that the General Fund contribution by the RDSPA be increased to \$65K as requested by the school rather than the \$55K given in past years and included in the proposed budget.

Mike discussed the importance of an event to replace the fall raffle which raises funds for financial aid. Ellen stated that she was working on ideas for such an event.

Mike expressed his appreciation for the valuable role which the RDSPA plays at the school.

5. Financial Report

Ann gave an overview of the proposed budget.

6. Caring Committee

Lisa Kaplan and Dana Wiltsek explained the role of the committee (which has no funds provided by the RDSPA).

7. Logowear

Lisa Kaplan discussed sweatshirt logowear, which is the same design as last year but with an increased color selection. Lisa stated that logowear is not a money-making venture and has no funds budgeted by the RDSPA.

8. Governance Committee

George explained the agenda for the committee this year and the probable need for a consultant (similar to last year) to assist in achieving these goals.

The Board approved funding as appears in the proposed budget.

9. Communications

Jean explained the committee budget.

The Board approved funding as appears in the proposed budget.

10. PRISM

Laura Abrams explained the committee budget.

The Board approved funding as appears in the proposed budget.

11. Faculty Appreciation

No representative of the committee was present to explain the committee budget.

The Board approved funding as appears in the proposed budget.

12. Hospitality

Debbie M. explained the committee budget.

The Board approved funding as appears in the proposed budget.

13. School Picnic

Dana Neumann explained the event budget.

The Board approved funding as appears in the proposed budget.

14. Speaker Series

No representative of the committee was present to explain the committee budget.

Ellen stated that the speaker fee seems low. The idea of selling food separately rather than including in the admission price was discussed.

The Board approved funding as appears in the proposed budget.

Action: Charlie is to discuss with Helena Weiss-Duman the idea of charging separately for food.

15. Parents' Social

Charlie proposed that \$1K be budgeted for a September parents' event.

The Board approved the proposed funding.

Funding for Spring Fundraiser and Library "thank you" events was defeated by vote of the Board.

16. Operating Expenses

Ann explained the need for the funds budgeted.

The Board approved funding as appears in the proposed budget.

17. Book Fair

Carol Call explained the event budget.

The Board approved funding as appears in the proposed budget.

18. Membership Fees

Ann explained that these fees are an income item requiring no vote.

19. Scrip

Ann recommended that a limit of \$6K be placed on scrip inventory held at any given time. A motion to this effect was passed by the Board.

Action: Charlie is to contact Chris about coming to RDS events to sell scrip.

20. Spring Fundraiser

Charlie stated that the budget assumes that the event will clear \$75K, an assumption which he felt is reasonable based upon past income from this event.

21. Budget item votes

The Board approved \$55K to be given to the RDS General Fund.

The Board approved \$15K for the summer grant program.

The Board approved \$5K for assemblies.

The Board approved \$2K for the trustee/faculty/RDSPA holiday event.

22. Fall Fundraiser

A fundraiser to replace the fall raffle was discussed.

23. Advancement

The Board reviewed the need to discuss with Advancement fundraising roles and coordination. A meeting with Advancement was proposed.