

# MEETING MINUTES

Sonoma Charter School CCC

*Date | time* 9.30.24 | 5:00 PM | Onsite + Virtual

*Meeting called to order by:* Maeve Smith *at:* 5:32 PM

Notes Prepared By Elizabeth Sebastiani

## Attendees:

- Maeve Smith
- Christina Burnett
- Elizabeth Sebastiani
- Mary Reynolds
- Laura Myers
- Cristin Monnich
- Ashley Wexler
- Katie Volkemer
- Belli Skinner
- Kimmy Peterson
- Kerry Page
- Brittany Jones
- Kate Cherry

## General Items

- Melissa Agoes - Sonoma Community Center (Guest Speaker)
  - Executive Director of Sonoma Community Center
  - Check website for all activities - <https://sonomacommunitycenter.org/>
  - Dia De Los Muertos
  - Have rooms for rent to host activities
  - Emergency preparedness, dance, sewing classes and more
  - Sharing their availability of camps and after school activities
  - They now **have a van that picks up from SCS**
    - Drop ins available
- Read a Thon Recap
  - Approx \$11,400 and more coming in
  - 40 celebrity readers

- We pay fees to 99 pledges, fees are lower than competition
    - Will look into other options
- EPIC Fried Chicken Night Recap
  - Food was amazing, sold 40 tickets
  - Approx \$1,800
- Upcoming Events
  - Cielito Dine & Donate - 10/3, all day
    - No need to mention SCS
  - Car Wash - 10/6, 10am to 1pm
    - Need Volunteers
    - Only need to bring towels (volunteers bring some!), dealership provides all other supplies
  - Glen Ellen Fair - 10/13, Noon to 5pm
    - **Need Volunteers - desperately!**
      - Each activities to sponsor a class to encourage more buy in from volunteers
  - Sonoma Eats Dine & Donate - 10/24, all day
    - Need to declare you are their for Dine and Donate
  - Halloween Carnival - 10/27, 3-6pm
    - Need Volunteers
    - Thoughts of Raffling Off Parking Spot
      - Leadership selling raffle tickets?
- Engagement with Leadership Team
  - CCC x Leadership Meeting
    - The students have tons of ideas and are excited to make money
  - Collaboration on Car Wash & Halloween
- Passive Fundraising - Update on all efforts currently happening
  - Sonoma Market Script cards
  - Minted cards will be printed for each family that signs up
    - Discount on orders and kick back to the school
- Squad Locker
  - New Prints Available Online?
  - Staff T-Shirts & 8th Grade Sweatshirts Ordered?
    - Order to be placed soon - new debit card needed
- Stock Staff Lounge - ETA
  - Need to iron out bank issues and order will be placed
- Communication
  - Monthly Newsletter to Quarterly - Looking to publish in October
  - Utilization of Text Messaging to Parent Community
  - Utilization of Constant Contact
    - Utilize to engage larger audience

Finances and Other Business

- Treasurer’s Report
  - Review & Approve Final Budget
    - Adjustments made and approved
  - Expense Reimbursement Forms
    - Forms are in the office, complete and leave in CCC box
  - Event Expense Tracking
    - If you are running event, need to complete budget tracker
  - Teacher Grant Disbursement
    - Passing out ASAP, next round in January
  - Bank Signers
    - Check written to “CCC” will not be deposited
      - Need fictitious bank statement for “CCC”
      - Checks must be currently written to Sonoma Charter School Fundraising

September 2024		Date	Check Number	Amount
Balance On Hand		9/1/2024		118,754.49

Income				
	Nugget Market	9/6/2024		22.02
	Republic of Thrift	9/25/2024		2,000.00
	Epic Fried Chicken	9/30/2024		364.26
			<b>Total Income</b>	<b>2,386.28</b>
Expenses				
	Bank Fees	9/3/2024		20.00
	Merchant Fees	9/3/2024		34.95
	Merchant Fees	9/3/2024		39.90
	SCS (prior year)	9/3/2024	1042	15,000.00
	SCS (prior year)	9/3/2024	1043	16,000.00
	Constant Contact	9/4/2024		81.00
	Ca Secretary of State Lic	9/25/2024		5.00
			<b>Total Expenses</b>	<b>31,180.85</b>
			<b>Total before reserves</b>	<b>89,959.92</b>
			Reserves	20,000.00
			<b>Balance On Hand</b>	<b>69,959.92</b>

Update form Mary:

Working with an artist to update the poppy wall and add art to pavement

B&GC hosting games during lunch, Mary is working on other similar opportunities

**Cristin Monnich motioned to approve budget:**

Maeve Smith seconds the motion

Elizabeth Sebastiani with third vote of approval

Passed with unanimous approval

*Meeting adjourned by: Maeve Smith at: 6:29 PM*