

Friends of Pulaski Board of Directors Meeting August 9, 2023 Meeting Notes

[Agenda- 8/8/2023](#)
[Items to Vote On](#)

In attendance:

1. Nicole Wood, Co-President
2. Sonia Copeskey (via phone for voting), Co-President
3. Mayra Garcia Guzman (via phone or video), Secretary
4. Michelle Carlson, Events Chair
5. Luann Ray, Co-Treasurer
6. Garry Alderman, Procurement Chair
7. ~~Jeremy Sutton, Co-Treasurer~~
8. ~~Jason Edelson, Fundraising Chair~~

Guests:

1. Emily Zouras
2. Michelle Sherman

Meeting called to order by at 9:09am by Nicole Wood

Agenda:

1. Board Member and Guest Introductions
2. Approval of July meeting minutes- **Approved**
3. Treasury update
 - a. Savings Account: **\$360,012.14**
 - b. Beginning checking balance July 1, 2023: **\$68,692.93**
 - c. Expenditures total: **\$13,064.95**
 - i. Reimbursement for Bucktown Garden Walk supplies: \$433.28
 - ii. City Kids Camp Bus: \$3,281.67
 - iii. Action Fence Contractors (net installation): \$9,350
 - d. Incoming Donations/Receipts: \$2,390
 - i. Matt Niemczak for March Madness Squares 2022/2023: \$2,330
 - ii. Parent donation for swag: \$60
 - e. Ending Checking Balance July 31, 2023: **\$58,017.98**
 - f. Funds in Accounts as of July 31, 2023: **\$418,030.12 (SAVINGS AND CHECKING)**
 - g. Upcoming Expenditures (payment sent/has been deducted since July 31st): **\$56,087.35**
 - i. Right at School: \$50,766.75

- ii. Dade Locating (for netting): \$700
- iii. Singapore Math: \$4,020.60
- iv. Irazu (for block party): \$600

Funds Currently Available: **\$361,942.77**

Earmarked Funds Total?: **\$278,000**

Middle Playground: \$200,000

Digital Sign: \$40,000

- Now going through the CPS process:
 - Request has been submitted, survey of area will be done, then we have to go through the CPS bidding process

- Earmarked money will remain on budget, but will be leveraged as needed

Gymnasium/Auditorium Curtain Installation: \$11,000

Saber Soiree Down Payment: \$17,000

Teacher Events: \$5,000

Annual cost of doing business: \$5,000

Funds Available After Earmarked Funds Deducted: **\$83,942.77**

4. Voting

a. T-shirts for block party (cups too?)

i. Cups cost is \$161 for 200 cups with FOP Logo

1. **Kids Shirts-** Donation table at the Block Party. Donation is tied to giveaway t-shirts/merch.

2. Table will be staffed by FOP Board

3. Purchase: kids t-shirts 50 extra small, 100 small, 50 medium, 50 large

4. Selection: Yellow tie-dye

5. \$20 donation for (1) kids t-shirt

6. Motion to approve: Gary (motion) Luann(seconded) Yes: Mayra, Sonia, Nicole & Michelle

7. **Adult TShirts-** Donation table at the Block Party

8. Donation: \$25

9. (50) Small, (25) Medium, (25) Large, (25) XL, (10) 2XL

10. Motion to approve: Nicole. Yes: Garry, Mayra, Luann, Sonia & Michelle

b. Quarter zip sweatshirts for athletics at block party

1. Michelle has already purchased zip for \$22 each. Has all sizes available. Spend \$1,500.

2. Discussion:

a. Have zips available at the block party donation table

b. FOP to earmark \$1,500 for athletics, and whatever additional funds for additional zips are sold will be identified post-block party

- c. Motion to approve offering zips at block party donation table: Michelle (motion) Yes: Garry, Mayra, Luann, Nicole & Sonia
 - c. Yard signs for block party
 - i. \$60 for 10 double-sided yard signs
 - 1. Motion to approve: Nicole (motion) Yes: Sonia, Mayra, Luann, Nicole & Michelle
 - d. Yard signs for families
 - i. Discussion about whether to have them at block party or movie nights, free or with donation. Venue: TBD
 - ii. Motion to purchase signs: Sonia (motion), Nicole (seconded) Yes: Mayra, Luann, Garry, Michelle
 - iii. Sign to be given to families with a \$5 donation
 - e. Basketball hoop repair- \$589.50 with plain backboard (includes rim). It would be an extra \$100 for decal
 - i. Hoop is currently broken. Gary found one with a backboard made of aluminum. It can be attached to the existing masonry.
 - ii. Motion to approve: Gary (motion) , Luann (seconded) Yes: Nicole, Sonia, Mayra, Michelle, Garry
 - iii. Michelle will reach out to current hoop vendor to request a refund, if still under warranty as it is not even a year old.
 - f. Teacher money at the beginning of the year
 - i. Ask teachers to give us their wishlist and FOP would purchase up to \$100 from wishlist
 - ii. Motion: Approve \$100 purchase for teachers (total of ~\$7,000), Luann (motion), Gary (seconded) Yes: Mayra, Nicole, Sonia & Michelle
 - g. Mascot costume cleaning
 - i. Next Steps: look into quote for cleaning mascot costume
- 5. Events
 - a. New (WIP) Event Tracking document [here](#)
 - b. Popsicle playdate tonight - Is anyone able to attend?
 - i. Nicole and Gary will be present
 - ii. Amy (parent) will bring popsicles
 - c. BooHoo Yahoo Breakfast- Who will plan to be there?
 - i. Order breakfast for 75 pp last year (order from Red June)
 - ii. Nicole, Mayra, Sonia will be present
 - d. Saber Sprint likely moving to 10/12 (10/13 back up) which is one week later than originally planned
- 6. Block Party
 - a. Current expected expenditures approximately \$6,500
 - b. Sign up genius, volunteers & bake sale, went out
 - i. Board members are expected to volunteer (consider also signing up for set-up and/or breakdown)
 - c. Does anyone have any tents we can borrow?

- i. Michelle may know some that may let us borrow one
 - d. Know anyone that wants to dress up as the mascot for 45 mins- 1 hr?
 - i. Gary will be our back up mascot
 - e. Does anyone have a large cooler (120-165 quart) we can borrow for the event?
 - i. Michelle may know someone that has a cooler
 - ii. Luann may have one
 - f. Does anyone have (2) 4ft tables we can borrow for the event?
 - i. Luann may have one
 - ii. Michelle Carlson
- 7. Fundraising Update
 - a. Following up with Discover and AA after last meeting to fund Eureka - Does anyone have a contact at Discover?
 - i. They use Benevity for grants, but the site is not working.
 - ii. I've done cold outreaches and could use an intro
 - b. Blue Cross Blue Shield of Illinois is potentially interested in sponsoring, but they want a booth at an event. Are we taking sponsor booths at the block party?
 - c. Follow-up meetings with camps, i.e. Pedalheads for next summer
 - d. Spoke with contact at All State. They make donations through Donors Choose (<https://www.donorschoose.org/>)
 - i. Some teachers use, some don't
 - ii. Thoughts on encouraging teachers to use and publicizing the need to the parents for supplies and materials assistance?

8. Projects

Updates: technicians performed diagnostics on every air conditioner in the modular building. We're hoping to have all systems functioning before the first day of school! Meeting with Mr. Blackmon

- i. Learned the steps that need to be followed for projects over \$25k
 - 1. The process was (hopefully) started for the digital sign
 - 2. This will take a very long time to complete so we are going to remove the earmark on these funds for now.
 - ii. Christy Weber
 - 1. Haven't fulfilled their contract to maintain our grounds
 - 2. If we don't have an answer by the end of this week, we'd like to organize a mulch drop and clean up before the first day of school
- 9. All big projects are on hold right now (lockers, gym floors, etc) due to this process
 - a. Does anyone have any small project ideas?
 - i. Beautify main office?
 - ii. New window treatments in classrooms?
 - 1. Replacing vinyl shades. Discussion for next meeting.
 - b. How to handle teacher requests?
 - c. New project Ideas:
 - 1. Luann requested that we revisit conversation about mural

Follow-Up Items

- Michelle to contact current basketball hoop vendor to request refund
- Michelle and Luann to identify cooler, tents, and 4ft tables for block party
- Projects: mural discussion next meeting

Meeting adjourned at 10:30am by Nicole Wood