



Monthly Board Meeting
September 21, 2022

Agenda

- Welcome
- Board Member and Guest Introductions
- Approval of August Meeting Minutes
- Funding Requests:
 - Parent Topic Request - School Athletic Coaches
 - Teacher Request - Fun Friday Discretionary Fund
 - IB Coordinator Request - Branding/Logo Design
 - Teacher Request - Modular Building Laminator
- Events
- Fun Run
- Fundraising
- Volunteers
- Treasurer Discussion
- Projects and Procurement
- New Member Vote

Board Members

- Sonia Copeskey, Events Chair
- Jason Edelson, Fundraising Chair
- Lezlie Mackie, Volunteer Chair
- Matt Niemczak, Projects and Procurement Chair
- Luann Ray, President
- Michelle Sherman, Communications Chair
- Jeremy Sutton, Treasurer

Funding Request - Fun Friday

	Image/Website
Playground/Outside activities	<ul style="list-style-type: none">• like this or this (this one has lots of things and is pricy)
Bubbles, Chalk	
Legos/ anything building related	Possibly donated
STEM activities	I.e. snap circuits jr.
Art supplies: Poster board, watercolor paints, paint brushes, art kits, mini canvases	
Corn hole (storage may be an issue)	Amazon Would need a few of these-
Origami paper	Like this and this
Bracelet Making or kits like this	Kit maybe a couple of these

Funding Request - IB Coordinator Re-Branding

We have a couple of big projects we'd like to get going, the first is to establish branding guidelines (colors, logo usage, fonts, etc.), updated logos and mascot imagery, and the second is a complete website redesign.

This is important work. How we represent ourselves visually has the power to build both a stronger sense of community and pride among staff, students, and parents, and to better communicate to the wider public what Pulaski stands for and strives to be. Our visual imagery at Pulaski is long overdue for an upgrade.

I began work on both projects last year. Good progress has been made for the website redesign. We have contracted with Educational Networks, a CPS vendor who manages websites for several CPS schools, and are waiting to begin the final development until we have updated logos and branding guidelines.

I have hit a roadblock with the graphic design work. CPS would like schools to use the internal marketing department for all graphic design work. I stepped in to work with CPS marketing last year and was both shocked at the quote for the redesign of 2 logos and a brochure (\$19,000 - see attached sheet) and Ms. Racasi and I were unimpressed with the initial mockups of the logos. CPS Marketing also took weeks, if not months, to get back to us in basic communications.

I have worked in the private sector with a very talented, quick, and reasonably-priced graphic designer, Kelly Mungovan, at [Green Freckle Design](#). I have asked her to provide some quotes for branding guidelines, logo redesigns and additions, professional letterhead, business cards, envelope designs, and a new brochure. Her quote came to \$3900 (attached), and she will deliver with a quick turnaround.

Our issue with Green Freckle is that the company is not yet a CPS vendor. I have initiated the CPS vendor sponsorship process, but am requesting \$3900 from FoP to get the ball rolling, so that Pulaski has new branding to start the school year and so that we can restart the web development with updated colors, fonts, and imagery. The CPS vendor sponsorship process takes about 60 days, according to the procurement department, and possibly much longer, so we are in need of outside financing in order to facilitate the process.

Funding Request -Laminator

Laminator

Item	Web link	Price
27 in laminator	https://www.mybinding.com/gbc-ultima-65-ezload-27-roll-laminator-1710740b.html	\$2621.29
Rolling cart	https://www.mybinding.com/luxor-lp27c-e-black-audio-visual-cart-w-cabinet.html	\$288.59
2 rolls of laminating film	https://www.mybinding.com/gbc-ultima-65-and-pinnacle-27-ezload-laminating-films.html	\$107.39
Zippy Cutter (2 of them)	https://www.amazon.com/Alvin-K353-Parser-Cutter-Color/dp/B0015ASV64/ref=asc_df_B0015ASV64/?tag=hyprod-20&linkCode=df0&hvadid=167124288385&hvpos=&hvnetw=g&hvrand=5592418510219007465&hvpone=&hvtwo=&hvqmt	\$13.98

A teacher reached out to request FOP's support in purchasing a large scale laminator for the modular building. In years past, the teachers were able to utilize the laminator at the Teacher Store, but it closed recently. They now have to take their large scale laminating projects to Fedex/Kinkos, which is both time consuming and expensive for them.

Here are the items that I am requesting:

Events

- Stop Along Dine-Out raised \$750!!
- Next Dine-Out: November, The Art of Chicken (waiting on exact date)
- Dad's Saber Social Tomorrow, 9/22, 7pm at The Hurley Tap
- Movie on the Turf, Friday 9/30 at 6:30pm turf opens, 7ish Sing 2 - concession donations needed; proceeds go to Mr. Green and the Pulaski Band.
- FOP Chili/Pozole/Taco Cook-Off this Fall; More Info to Come
- Fun Run 2022 Oct 6 (Luann)

Fun Run / Fundraising

- Local sponsorships of \$14,000
- Distributing t-shirts to each student
- 'Color' run - Students to be creative with their grade's color
- Individual fundraising pages - Neon link ready

Fundraising

- Kick off meeting September 30 @ 2:15 PM - Please join!! jason@friendsofpulaski.org
- Reworking the Annual drive
- Establishing an annual donation calendar
- JS and JE met with Wicker Park Bucktown Chamber of Commerce
 - Shared sponsorship strategies and made some suggestions
 - Looking for parent volunteers to staff 2 of the side gates at WP Fest → \$2,000 donation with a potential additional \$2,000 match = \$4,000
- Chilli cookoff? (potential sponsor)
- 2 Green level Sponsors:
 - Sutton Law
 - Red June
 - Sterling Bay coming in for \$500
 - Get in touch with potential sponsors early

Volunteers

- ~Friday Teacher Treats Sign Up is out
- ~Fun Run Sign Up coming soon

Treasurer

Includes Cash Assets at both PNC and Chase
PNC should be fully transitioned in October/November

Balance Sheet As of August 31, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1010 PNC Checking	37,437.08
1020 PNC Money Market	95.03
3950351917 Chase Savings	10,000.03
859882182 Chase Business Checking	94,195.02
Total Bank Accounts	\$141,727.16
Other Current Assets	\$150,000.00
Total Current Assets	\$291,727.16
TOTAL ASSETS	\$291,727.16
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	\$2,532.93
Total Current Liabilities	\$2,532.93
Total Liabilities	\$2,532.93
Equity	
3010 Equity	0.00
Retained Earnings	382,011.21
Net Income	-92,816.98
Total Equity	\$289,194.23
TOTAL LIABILITIES AND EQUITY	\$291,727.16

Treasurer

Gross receipts
from Block Party
~9,800

Profit and Loss August 2022

	TOTAL			
	AUG 2022	AUG 2022 (PP)	AUG 2021 (PY)	JUL - AUG, 2022 (YTD)
Income				
4020 Corporate Sponsorships			7,000.00	
4100 Individual Contributions	7,186.41	7,186.41	2,100.00	7,186.41
4210 Corporate/Business Grants	1,025.00	1,025.00	87.78	1,025.00
Sales of Product Income			114.00	
Total Income	\$8,211.41	\$8,211.41	\$9,301.78	\$8,211.41
Cost of Goods Sold				
5445 Cost of Goods Sold	278.93	278.93		278.93
Total Cost of Goods Sold	\$278.93	\$278.93	\$0.00	\$278.93
GROSS PROFIT	\$7,932.48	\$7,932.48	\$9,301.78	\$7,932.48
Expenses				
7010 Charitable Contributions to Pulaski School				
7010-001 Pulaski Projects	8,158.82	8,158.82	6,311.35	10,556.69
7010-002 Pulaski Programs	83,382.33	83,382.33	598.73	84,922.11
Total 7010 Charitable Contributions to Pulaski School	91,541.15	91,541.15	6,910.08	95,478.80
8600 Direct Expenses				
8640 Cash Prizes	800.00	800.00		800.00
8651 Noncash Prizes	796.00	796.00		796.00
8660 Rent/Facility Costs	1,242.80	1,242.80	4,000.00	1,242.80
8670 Food and Beverages	531.47	531.47	8,157.46	531.47
8680 Entertainment	1,160.18	1,160.18		1,160.18
Total 8600 Direct Expenses	4,530.45	4,530.45	12,157.46	4,530.45
Operating Expenses	566.97	566.97	5.77	749.94
Total Expenses	\$96,638.57	\$96,638.57	\$19,073.31	\$100,759.19
NET OPERATING INCOME	\$ -88,706.09	\$ -88,706.09	\$ -9,771.53	\$ -92,826.71
Other Income				
5310 Interest Earned	0.03	0.03	5.26	9.73
Total Other Income	\$0.03	\$0.03	\$5.26	\$9.73
NET OTHER INCOME	\$0.03	\$0.03	\$5.26	\$9.73
NET INCOME	\$ -88,706.06	\$ -88,706.06	\$ -9,766.27	\$ -92,816.98

Projects and Procurement

- Cubbies for the modular building
- Curtains for gymnasium
- Project on hold:
 - Digital sign in front of school
 - Additional computers (not needed this year)
 - Gymnasium surface replacement

New Member Vote

Member vote to add

Nicole Wood as Secretary (current unfilled position)

Jen Riccolo DeBower as Liaison to CPS/LSC