

Exec Board Meeting

November 7, 2018

6:30 - 8:00pm

Attendance: Dianne Darbouze, Brenda Hill, Kemala Karmen, Marinda van Dalen, Imebet Blair-Carter, Kirsti Craig, Meibell Contreras, Lavita McMath Turner, Amy Gropp Forbes Emily Morgan, Pete Kos, Cary Sanchez, Ileen Kohn, Highlyann Krasnow

A. Meeting Opener

- a. Welcome

B. Reports

- **5K Update** (Imebet)
 - Application for permit has been submitted; response expected in July or August.
 - Location will be either Randall's Island or Shore Parkway Drive.
 - Event may be moved from September to October.
- **Parent Teacher Conferences** (Imebet)
 - Rachel Serrano (8th grade parent) taking over scheduling.
 - Dates: Nov. 28 and 30.
 - Info on booking going out next week by letter, email and webpage with reminders from grade reps.
 - No waitlist this year. No show spots will still be available 'day of.'
 - Info will be available in Spanish.
- **Wine Tasting** (Imebet)
 - Event 12/7/18, 6-9:00 pm.
 - Volunteers needed for set up and clean up.
- **Photo Day** (Imebet)
 - Stomping Ground already has sent email for ordering for 6th to 11th graders. For free delivery, need to order by deadline (these are delivered to ICE).
 - 12th grade photos will be available before the holidays.
- **Spring Fling** (Imebet)
 - Committee has already held two meetings.
 - November activities:
 - "Call-a-Thon" to companies for donations (new donors).
 - "Neighborhood Walk" for donations. 4 neighborhoods in Brooklyn planned for four groups. Video and comic being produced to show how to make the asks.
 - Materials are available to help with solicitation.
- **Tax Issue** (Emily)
 - Spring Fling invites, etc. will include language stating that portion of funds tax deductible.
- **Treasurer's Report** (Kirsti)
 - Family Contribution drive is approximately \$10,000 ahead of where it was last year. Other fundraising is below where it was (5K made about \$975 less; Back-to-School made about \$1,100 less). Overall, we're at about the same place as we were last year.
- **Grants** (Highlyann)
 - Planning meeting with Highlyann, Pete, and DOE person to identify potential funders.
 - Help will be needed with grant writing, ideally from people with relevant experience. Kamala volunteered.
 - Many deadlines in December and January.
- **Holiday Party** (Dianne)
 - Same day as Talent Show and Ice Skate Swap, 12/19/18.

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- Grade reps will prepare cards for staff on 12/10/18.
- Kerry will collect money from grade reps. Grade reps will solicit money from parents.
- Excel sheets used to determine how much money to each person.
- Geraldine doing decorations and invites.
- Need more volunteers.
- Ice Skate Swap
 - Scheduled for 12/19 (Same day as Holiday Celebration and Talent Show)
 - Volunteer needed to run or else may not be possible.
- Ice Skating Trip
 - For entire school, on 12/20, LeFrak Center at Lakeside, Prospect Park
- ScreenAgers
 - Planning screening for April. Rental \$500, to be recovered through tickets.
 - Looking for low cost moderator.
 - Will be open to public. Focus for 6th and 7th graders.

C. Meeting Adjourned