

NFSIS Community Council Meeting Minutes
December 8, 2016

1. Opening Verse
2. Introductions
3. Reviewed previous minutes
4. Principal's Report
 - a. Budget Report
 - i. Sam presented district, school budget
 - ii. Pat presented THE LEARNING COUNCIL budget
5. Events Committee
 - a. Sami shared the responsibilities of the events committee
 - i. Events committee will compose list of events at the beginning of each year and generate a volunteer sign-up for each event at the beginning of the year
 - ii. Committee created a task list for each of its members as well
 - iii. Events committee will coordinate with finance committee to create a budget for each event
 - iv. Pat recommended that events committee create a budget for events when there are two year's worth of historical data on the costs of running an event
 - b. Spiral garden
 - i. Event is this Sunday at 6:00 at The Yoga Tree in Hotchkiss
 - ii. Lauren will open The Yoga Tree at 3:00 to begin setup
 - iii. Thesa will tell the story and Pat will provide some materials (boughs, candles, apples)
 - iv. Only 3 or 4 people to set up
 - v. James will bring fire extinguisher
 - c. Winterfaire feedback
 - i. Improve signage and costs
 - ii. Better coordination with other community events (puppet show/soup)
 - iii. Have on another day – less competition with other events in town on that day
 - iv. Offer free crafts, and generate money through other avenues (food, vendors)
 - v. Start organization earlier in the year
 - vi. Need to create checks and balances for how THE LEARNING COUNCIL funds are being spent
6. Marketing Committee
 - a. Sami shared responsibilities of the marketing committee
 - b. Facebook:
 1. Lauren, Thesa, and Jenica have Facebook account writing permission
 2. Sally has offered to manage the Facebook account
 3. Should identify best practices for what is posted on the Facebook page
 - c. Pat asked that marketing clearly define the roles that they will take on
 - d. Discussion was held about if marketing and events can remain one committee or if it should be separated
 - e. Jenica asked that the committee continue to pursue marketing opportunities outside of the area
7. Financial Committee
 - a. THE LEARNING COUNCIL requirements
 - i. Pat will propose to THE LEARNING COUNCIL that the 10% fee that is currently charged per deposit is changed to percentage based on an average account balance, if Pat is the funnel of funds, then the THE LEARNING COUNCIL overhead could be reduced
 - ii. Pat made the suggestion that we earmark funds (classroom assistance/enrichment/not-designated)

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- b. Where should fundraising funds be housed, should some of the funds be housed at PES school account as opposed to THE LEARNING COUNCIL
 - c. Reimbursement requests will not be made without prior approval from THE LEARNING COUNCIL or NFSIS.
 - d. Finance committee next step is to start a budgeting process
 - e. Finance committee members:
 - i. Shari, Sam, Pat, Samuela (events rep.), teacher rep., Angela, Annemarie, one rep from other committees
 - ii. THE LEARNING COUNCIL funds approval committee are Shari, Pat, and teacher rep.
 - f. Fundraising group has not been identified
 - g. CAP grant
 - i. \$925 will go to THE LEARNING COUNCIL for deposit
8. Action Items:
- a. Add SWOT analysis to Google Docs feed (Cassandra and Sam)
 - b. Add Blossom Valley organizational structure to Google Docs feed
 - c. Add Sami and Meghan Gilroy to Google Drive folder list
 - d. Sam will do an automated message about the Spiral Garden change