

**Executive Board Meeting Minutes  
September 8, 2014  
Home of Shawn Sheeron**

**Board Members in Attendance:**

Leah Kirby, Paul Eichen, Amy Highfill, Carma Sanchez, Shawn Sheeron, Amanda Dahlgren, Jenn Ragusa, Dina Sanchez

**Minutes taken by Paul Eichen**

**Meeting called to order by Leah Kirby at 6:15 pm**

**Actions Taken:**

- a. 2014/2015 Budget reviewed and approved by the Board (see attached).
- b. Payment of website vendors (Caitlin Bigelow, John Pezzetti) approved by the Board from restricted Rokenbok web development grant.
- c. Purchasing up to \$250 in parent room supplies approved by the Board.
- d. Reimbursement to Leah Kirby of \$125 for banners approved by the Board.

**Leah Kirby Motion to Adjourn, Shawn Sheeron second the motion, meeting adjourned at 9:15 pm.**

Next Los Compadres meeting: General Meeting of Los Compadres PTO at Escuela Longfellow at 6:00 on September 15, 2014

A majority of the Los Compadres Board Members approved the above Minutes,



Paul Eichen, Secretary



**Los Compadres de Escuela Longfellow  
2014/15 Proposed Budget  
and Prior Year Profit & Loss**

	Last Year Budget	Last Year Actual	2014/15 Proposed Budget - Unrestricted Funds	2014/15 Proposed Budget - Restricted Funds	2014/15 Budget Proposal - Total
<b>Income</b>					
Amazon.com	\$500	\$824	\$824		\$824
Annual Giving	14,000	14,929	15,000		15,000
Art Corps Family Art Night Inco	500	471	471		471
Art Show Framing Income		363	450		450
Book Fair Income		13,433	13,433		13,433
Box Tops	3,000	3,293	3,000		3,000
Dia de Los Muertos	5,000	3,692	3,700		3,700
Donations		1,642	0		0
Escrip	1,000	1,027	1,000		1,000
Family Dinners	1,600	2,523	2,500		2,500
Food from Events	700	173	175		175
Grants - Unrestricted	20,000	0	10,000		10,000
<i>Grants - Restricted</i>		26,500		2500	2,500
Jog a thon	20,000	21,839	21,000		21,000
Merchandise	4,000	2,790	3,000		3,000
Merchandise DDLM Tshirts	2,000	2,281	2,200		2,200
MS Camp/Outdoor Ed Income		18,387	11,367		11,367
Movie Night Donations		156	0		0
Ralph's Program		61	100		100
Silent Auction	22,000	18,726	20,000		20,000
skate night	850	1,314	1,300		1,300
Organic CSA Food Income		355	355		355
<b>Total Income</b>	<b>\$95,150</b>	<b>\$134,778</b>	<b>\$109,875</b>	<b>\$2,500</b>	<b>\$112,375</b>
<b>Expenses</b>					

Administrative Costs

Admin Equipment Expense	\$500	\$552	\$350	\$350
Administrative Fees	100	44	275	275
Bank Charges	175	49	100	100
Copier in Parent Room	800	0	500	500
Discretionary Fund (PTO President)	500	475	500	500
Tax Prep/Yearly Audit	1,000	-136	1000	1,000
PTO Babysitting	300	330	300	300
PTO Insurance	805	805	830	830
PTO Printing	400	333	400	400
PTO supplies	500	323	450	450
Returned Checks	100		100	100
Vanco charges (CC Merchant Admin)	600	556	600	600
<b>Sub-total:</b>	<b>5,780</b>	<b>3,330</b>	<b>5,405</b>	<b>5,405</b>

Educational/Staff/Support

Nurse Supplies	300	305	400	400
Principal's discretionary fund	800	673	800	800
Elementary Educational Enrichme	700	0	3500	3,500
Literature Support K-5	0		650	650
Middle School Planners	1,290	1,102	1056	1,056
Middle School Ed.Resource	3,350	2,339	6850	6,850
Scholastic Magazines			1712	1,712
science - Middle School	600	182	600	600
Multicultural	4,650	3,518	3000	3,000
Teacher Allowance	10,175	7,587	9753	9,753
Water System/Teacher Lounge	450	415	440	440
<b>Sub-total:</b>	<b>22,315</b>	<b>16,121</b>	<b>28,761</b>	<b>28,761</b>

Educational Enrichment

Art Corps	8,500	7,918	10000	10,000
Art Corps Family Art Night	600	600	600	600
Art Show/Spring Open House	1,000	975	600	600
Character Development	650	598	650	650
Cultural Arts/Assemblies	3,300	1,635	2250	2,250

Eco Club	500		0	200	200
Emergency Preparedness	600		0		0
Field Trips	7,750	3,892	14,100		14,100
Longfellow Birthday/Literacy Event	500	248	250		250
MS Camp/Outdoor Ed Expense		17,753	11,367	633	12,000
MS Non-School Sponsored Field Trips			3,550		3,550
Playwrights project	1,300	1,200	2,600		2,600
Red Ribbon Week	300		300		300
Science Event/Math Event	1,300	1,250	1,300		1,300
Robotics		1,500			0
Rokenbok Camp Scholarship Usage		3,744		3,600	3,600
PLAY Program (YMCA PE)	14,250	14,399			0
Technology				9,442	9,442
Technology Grant Usage		5,904			
<b>Sub-total:</b>	<b>40,550</b>	<b>61,617</b>	<b>47,567</b>	<b>13,875</b>	<b>61,442</b>

Community Relations

Garden Improvements	750	703	900		900
Graduation Gift	700	623	0		0
Hospitality	2,500	2,155	1,500		1,500
Kindergarten Events	600	178	0		0
Middle School Events	400	0	400		400
Movie Night	1,000	775	1,000		1,000
New Staff/Teacher T-Shirts	100	0	0		0
Running Program	2,500	2,197	2,500		2,500
School Event			1,700		1,700
Teacher Appreciation	2,500	2,488	2,000		2,000
<b>Sub-total:</b>	<b>11,050</b>	<b>9,120</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>

Development					
Campus Improvements	7,267	0	4,170		4,170
Hope Fund Usage		236			
Lowes Grant Use	845	845			
<b>Sub-total:</b>	<b>8,112</b>	<b>1,081</b>	<b>4,170</b>	<b>0</b>	<b>4,170</b>
Communications					
Web Development	2,000	1,453	0	2,500	2,500
Fundraising Expenses					
Annual Giving Campaign Expenses	300	302	85		85
Art Show Framing Expense		109	100		100
Book Fair Expense		10,394	10,394		10,394
Box Tops Expenses	150	439	450		450
Dia de Los Muertos Expenses	5,700	2,661	3,200		3,200
Family Dinners Expenses	100	0	0		0
Jog a thon Expenses	2,000	2,662	3,000		3,000
Merchandise DDLM Tshirts Expens	2,000	1,735	2,200		2,200
Merchandise Restock and Expense	3,600	1,581	2,700		2,700
Silent Auction Expense	2,000	1,690	2,300		2,300
skate night Expense	500	930	930		930
<b>Sub-total:</b>	<b>16,350</b>	<b>22,504</b>	<b>25,359</b>	<b>0</b>	<b>25,359</b>
<b>Total Expenses</b>	<b>\$106,157</b>	<b>\$115,228</b>	<b>\$121,262</b>	<b>\$16,375</b>	<b>\$137,636</b>
Net Operating Income		19,551			
Net Other Income		17			
<b>Increase/(Decrease) in Net Assets</b>	<b>\$(11,007)</b>	<b>\$19,567</b>	<b>\$(11,387)</b>	<b>\$(13,875)</b>	<b>\$(25,261)</b>
<i>Net Assets Released from Restriction</i>	<i>15,435</i>	<i>17,552</i>			
<i>Less: Net Assets from Restricted Income</i>		<i>-26,500</i>			
<b>Increase in Unrestricted Assets</b>	<b>\$4,428</b>	<b>\$10,619</b>			