

## BERRYESSA EDUCATION FOUNDATION

Unadopted

### Meeting Summary

Meeting Date & Time: September 20, 2022 @ 5:00 p.m.

Meeting Location: Berryessa Union School District Board Room

Topic	Action
Welcome and Introductions	<p>Meeting called to order at 5:00 p.m. Corey Gin welcomed the committee members and introductions were made.</p> <p>Members present: Carol Mar, Corey Gin, Lynne Burns, Roxane Fuentes, Youngmi Park, Will Diamond, Ha Tran, Erica Mazariegos, Karen Arensberg, Daniel Kondo, Ferah Shakir, and Marlene Teehan Virtually: Susan Papert</p>
Approval of Minutes	<p>The minutes from our previous meeting from our May 3, 2022 meeting were approved. Motioned by Lynn Burns, 2<sup>nd</sup> by Will Diamond, none opposed.</p>
Financial Report	<p>Susan Papert presented the financial report as of September 20, 2022. Details for each item below will be included shortly.</p> <p>Total Assets: Total Income: Expenses: Unrestricted Assets:</p> <p>Susan updated the committee on the status of Benevity accounts. There is only one account for Benevity that will hold only funds generated through the raffle. We will not be holding funds for the schools from other sources like matching programs and the like.</p> <p>There was a discussion about the service charges the bank was leveling on the BEF checking account. Roxane suggested that we review our previous arrangement for the funds to see how we can put us in the correct account with the bank that eliminates these service charges.</p> <p>We need to seek approval from The State of CA to hold a raffle during the 2022-2023 fiscal year. Susan Papert will submit the paperwork and a check.</p>
Fundraising Plans	<p>It was decided that the Make a Difference Raffle will begin on Monday, February 27, 2023 and run through Thursday, March 23, 2023. The raffle drawing date will be Saturday, March 25, 2023, beginning at 11:00 a.m.</p>

	<p>There was a group discussion on what kinds of prizes would be offered. Susan will check on what kinds of cash prizes can be legally offered. In the past, the cash prizes were highly effective in getting people to purchase the tickets.</p> <p>We need help on advertising, marketing, and reaching out to vendors to offer prizes for the raffle.</p>
Items for October Meeting	<p>BEF will meet on Tuesday, October 25, 2022 in the Berryessa Union School District Board from 5:00 – 6:00 p.m.</p> <p>We'll discuss next steps for planning the raffle. We are seeking volunteers to take on a variety of responsibilities to help prior to the raffle.</p>
Adjournment	<p>The meeting was adjourned at 5:45 p.m., motioned by Youngmi Park, and second by Will Diamond, none opposed.</p>