

BERRYESSA EDUCATION FOUNDATION

Unadopted

Meeting Summary

Meeting Date & Time: November 29, 2022 @ 5:00 p.m.

Meeting Location: Berryessa Union School District Board Room

Topic	Action
Welcome and Introductions	<p>Meeting called to order at 5:01 p.m.</p> <p>Members present: Lynne Burns, Jackie Durant, Roxane Fuentes, Corey Gin, Daniel Kondo, Carol Mar, Susan Papert, Youngmi Park, Joshua Quitariano, Margot Sandoval, Mehjabeen Shaikh, Ferah Shakir, Marlene Teehan, Angela Thao, Xian Zhang</p>
Approval of Minutes	<p>The September 20, 2022 meeting minutes will be brought back to the January 24, 2023 meeting.</p> <p>The October 25, 2022 meeting minutes were reviewed and approved as presented. Motioned by Jackie Durant, 2nd by Marlene Teehan, none opposed.</p>
Financial Report	<p>On behalf of Susan Papert, Corey Gin presented the financial report as of November 27, 2022. Details for each item below will be included shortly.</p> <p>Total Assets: <u>\$11,190.48</u> Total Income: <u>\$102.00</u> Expenses: <u>\$95.00</u> Unrestricted Assets: <u>\$4,612.71</u></p>
Make a Difference Raffle Planning	<ul style="list-style-type: none">• Margot will update addresses and send out donation request letters• Susan will follow-up regarding the percentage amount allowable to spend on prizes• Margot will send letters to BEF Committee Members• Marlene will give letters to specific donors• Jackie Durant proposes to sell tickets for \$5.00, 2nd by Lynne Burns, none opposed
Adjournment	<p>The meeting was adjourned at 5:57 p.m., motioned by Jackie Durant, 2nd by Marlene Teehan</p>