

BERRYESSA EDUCATION FOUNDATION

Meeting Summary

Meeting Date & Time: November 16, 2021 @ 5:00 p.m.

Topic	Action
Welcome and Introductions	<p>Meeting called to order at 5:02 p.m. Corey welcomed the members and thanked them for attending.</p> <p>Members present: Amy Hu, Amy Swain, Beti Nikbakhsh-Tali, Carol Mar, Corey Gin, Denise Blackman, Erica Mazariegos, Harriette McBride, Jackie Durant, Margot Sandoval, Susan Papert, Tricia Pham, Xian Zhang</p> <p>Other attendees: Josh Quitoriano, Roxane Fuentes</p>
Approval of Minutes	<p>The October 26, 2021 minutes were reviewed and approved as presented.</p> <p>Motioned by Carol Mar, 2nd by Denise Blackman, none opposed.</p>
Approval of Prior Year Minutes	<p>The April 27, 2020 minutes were reviewed and approved as presented.</p> <p>Motioned by Beti Nikbakhsh-Tali, 2nd by Jackie Durant, none opposed.</p>
Financial Report	<p>Susan Papert presented the financial report as of November 16, 2021, as follows:</p> <p style="padding-left: 40px;">Total Assets: <u>\$2,551.01</u></p> <p style="padding-left: 40px;">Total Income: <u>\$2,551.01</u></p> <p style="padding-left: 40px;">Expenses: <u>\$0.00</u></p> <p style="padding-left: 40px;">Unrestricted Assets: <u>\$2,493.74</u></p>
Fundraising Action Items	<p>The Raffle Day is set for Saturday, March 26, 2022 and staff can begin to sell tickets on March 1st. Principals will pick-up tickets from Kim Gomez in the Superintendent's office on Monday, February 28, 2022.</p> <p>Posters are needed to promote the raffle. Corey asked for volunteers to help create new posters. None of the committee members volunteered. Roxane Fuentes, Superintendent, requested the information on the current posters be sent to her and she would ask a resource she has to assist creating a new poster.</p> <p>Corey will work on attaining prizes. He asked committee members to send him the names and contact information of anyone they knew who owns a business who they think might want to make a donation.</p>

	<p>At a previous meeting, the committee agreed to focus on cash prizes so that the winner can decide how they want to use those funds, instead of having to decide if, and when they can go to Disneyland. Corey opened for discussion how much the cash prizes should be. The total expenses related to the raffle can not exceed 10% of the amount raised. Susan Papert mentioned that cash prizes over a certain amount has to be reported to the IRS. Josh Quitoriano stated that a W2-G form is the form to provide the cash prize winner. Susan will continue to gather more information on the subject.</p> <p>\$500 cash prizes was suggested and smaller prizes would be requested from business.</p>
Strategic Planning Discussion	<p>Corey informed the committee that the husband of a former Berryessa Superintendent was looking to donate \$50-60K to the BEF to be invested and the interest earned be offered to teachers through a grant for professional development related to STEEM. The teacher would then share the information with other staff members. He also wanted to see what the BEF strategic plan is. Unfortunately, the BEF does not have one, so the donation will not be possible for this year, but the donor will consider it for next year.</p> <p>In order to be able to reach out to potential donors to generate more funds, and not lose out on future donations, Corey recommended that the BEF committee establish a Strategic Planning Committee to add legitimacy to the organization, and then asked for volunteers. There was no feedback or any volunteers. This item will be brought back to the January BEF meeting for further discussion.</p>
Items for Jan. 2022 Meeting	Strategic planning discussion
Adjournment	Meeting was adjourned at 6:03 p.m. Motioned by Jackie Durant, 2 nd by Denise Blackman, none opposed.