

# Fernwood Fund

## Board Meeting Minutes (09/10/2019)



Date: September 10th, 2019 at 6:30pm  
Location: Fernwood Montessori Office Annex, Milwaukee, Wisconsin  
Attendance: Mel Limas, Tara Baszler, Benjamin Stocks, David Eskra, Lorinda Flores, Matt Ray, Eric van Schyndle, Amy Joyce, John Sanchez  
Absent: None  
Guests: None  
Facilitator: Mel Limas  
Note Taker: Benjamin Stocks

### Meeting Notes (actions are assumed due at the next meeting unless otherwise stated)

- Meeting called to order at 6:33pm
- Standing agenda topics:
  - Grant request received from Michelle Wright for registration fee associated with training on Dyslexia, Dyscalculia and Dysgraphia which she would share with the Fernwood staff.
  - **Approval:** \$220 for this request, Principal Sanchez will follow up with Ms. Wright to communicate approval.
  - Minutes from last meeting (8/26/19) approved with modification that David was not in attendance.
  - Amy reviewing latest report from the Foundation, strawman budget from June still okay.
- Landscaping Projects:
  - **Action:** Eric will confirm with Sean that although the West Playground appears to be complete the punch list items have been addressed, Eric will provide an email distributed update.
  - Fall cleanup day is planned for Sunday September 29th from 9am to 12pm.
  - **Action:** Matt will create a list of tasks for volunteers to do on the day, primarily focused on mulching as the Friday afternoon teenage volunteers are handling much of the weeding already.
  - **Approval:** \$750 as a not-to-exceed amount for purchase of materials required for the clean up day.
  - **Action:** Mel and Amy will meet outside the board meeting to discuss ideas for additional fall fundraising opportunities.
  - **Approval:** \$600 for facility rental of Sugar Maple's space used for 2019 Beers and Cheers, this closes the expenses for the last event and can begin looking towards 2020.
  - Board agrees to continue participation in the United Way giving program for 2019.
  - Thank you letters to sponsors from 2019 still have not gone out yet, will be done soon.
  - **Action:** Ben will update the annual appeal letter, making it shorter and more "fun".
- 2019 / 2020 Meeting Dates:
  - Board approves meeting days for 2019 / 2020 school year at 6:30 pm.
- Any Other Business:
  - Remaining action from June: United Way donations that should be added to plaque (David)
  - Ben will be migrating the fund's documentation storage from former-board member's Google Drive to a fund focused drive ([FernwoodFundInfo@gmail.com](mailto:FernwoodFundInfo@gmail.com)); board members are asked to advise Ben if they are making modifications within the drive and Ben will notify the board once the migration is complete; targeting end of September.
  - **Approval:** \$3700 for a \$100 stipend to each teacher's classroom account to cover miscellaneous expenses encountered during the school year.

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- Future board meeting topic will be the long term care of the greenhouse, it has subsisted through the sale of items to local businesses but over time that may change and some incremental funding may be required on an annual basis.
  
- Meeting adjourned at 7:19pm