

Fernwood Fund

Board Meeting Minutes (11/13/2018)



Date: Tuesday, November 13th, 2018 at 6:30pm
Location: Fernwood Montessori Community Room, Milwaukee, Wisconsin
Attendance: Mel Limas, Lorinda Flores, David Eskra, Sean Kane, Eric van Schyndle, Tara Baszler
Absent: Amy Joyce, Benjamin Stocks, John Sanchez, Matt Ray,
Guests: None
Facilitator: Mel Limas
Note Taker: Sean Kane

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

- Standing agenda topics:
 - Meeting Minutes - minutes from last meeting (10/09/18) approved.
 - Treasurer's Report - comments captured in Amy's email.
 - Principal's Report - emailed to board members ahead of meeting.

- Landscaping Projects:
 - Reviewed plans again and Lorinda will make some minor changes to stump seating this weekend. Ideally, the final changes are to be made by the end of the month.
 - Sean will work with MPS Department of Facilities and Maintenance Services (DFMS) to create bid package toward the end of the calendar year.
 - The project will go out for bid in January anticipating the cost will be under \$25,000 and DFMS will invite bidders.
 - **Approval:** \$27,000 for the west end landscaping project, since there is already \$2,965 in the construction fund with MPS. This allows a contingency since it's difficult in getting the money from the MPS Foundation. The total designated for the project is \$29,965.
 - There was a concern that we only received one bid so hopefully we obtain more contacts.
 - Once bids are received, we vote on the contractor by February or March with an April groundbreaking and a completion date by mid-May.
 - The group thought to help organize a planting day that coincides with a ribbon cutting at the end of May.
 - **Action:** Lorinda to coordinate the planting day with the Guardians of Green.

- Fall Fundraising Opportunities:
 - **Action:** David will reach out to Kelly Rickman on the United Way donations.

- Any Other Business
 - **Approval:** \$7,000 for Environmental Education trips (Urban Ecology Center or Schlitz Audubon)
 - Beers and Cheers thank you letters are mostly done and will be completed by the end of the week.
 - Beers and Cheers sponsorship solicitation will start after the calendar year.
 - After proposed edits, the appeal letter will need to go out early December to be followed by a social media blast was suggested.