



Terra Nova Education Foundation General Meeting

June 10, 2021 7:00PM
Virtual meeting via Zoom

Minutes

The meeting was called to order by Rachel Cauteruccio at 7:06pm

In attendance: Rachel Cauteruccio, Anna Duckworth, Karen Sansot, Jen Uter, Dave Rosenheim, Stephanie Decker, Jason Lloyd

Approval of Minutes

The minutes were emailed to the board from the May 13, 2021 meeting and approved.

- 1) **Welcome** – Rachel C
 - a) Rachel C instructed Anna D to update the board member start/end date spreadsheet with departure dates for outgoing board members. Rachel C entered into the record that her and Anna D's end date is June 30, 2021. She will check on Chris D's end date. She said we are actively recruiting and that Sheila Ornelas is coming back. She said there are also non-executive board positions open.

- 2) **Treasurer's Update:**
 - a) Karen S said in May we received \$0 in donations and also had no expenses. TNEF received a check that Chris Dunhill dropped off and Karen S deposited in early June. Karen S said she believes it was in the amount of \$250.
 - b) Karen S said TNEF has a healthy bank account with a balance of \$32,500, along with \$4,700 in PayPal donations and \$200 in cash.
 - c) Rachel C explained that TNEF held online events during the pandemic to make money and that there hasn't been a big demand for money right now.

- 3) **School needs update:**
 - a) Rachel C said Ms. Carey wanted to discuss flex-time in the upcoming school year.

- 4) **Recruitment of new board members**
 - a) Beth Rachel C said we still need the email lists for sophomores and incoming freshmen from the District Office.

- 5) **Planning for new school year**
 - a) Rachel C talked about doing a mixer with the PTO and other organizations similar to ones in past years at Longboard Lounge.
 - b) Rachel C said we also have committee positions open including on the 8th grade transitions team led by Beth Boldt, and the Business Outreach committee led by Julie Arnaudo and Rita Sargent which is looking to get restarted.
 - c) Rachel C said we also have to organize the big winter fundraiser and we'd like to bring the boosters into this year's mixer. She said fundraising likely won't be as huge this year and that there is money to be spent.

- d) Rachel C said we really want to make the money available to the staff and that we were able to get the College and Career Center staffed and up and running.
- e) Rachel C said she'll reach out to Helen at the Pacifica Brewery on what kinds of options there'd be for a mixer there. She said PTO and boosters are onboard so it's a matter of getting it planned.
- f) Rachel C said we also have a communications position.
- g) Jen U and Rachel C discussed pricing for the brewery. Rachel C said if it's under \$1,000 the PTO could pay for it and it's well worth the money to bring more people in.
- h) Rachel C said Sheila O hasn't said which position she'll come back to. She said she'll try to get a timeframe in place and can reach out to Longboard Lounge too.

6) AOB

- a) Rachel C thanked Anna D for serving as secretary.
- b) Rachel C said she'll follow up on Chris D's departure date.
- c) Anna D asked Karen S if she approved the last meeting's minutes. Karen S's affirmation brought majority approval for the May meeting minutes.

- **Next Meeting (Virtual):** Thursday, July 8, 7PM (2nd Thursday of the month)