



**Board Meeting Minutes**

Brooks Room, Bend Downtown Public Library, Bend, OR  
October 6<sup>th</sup>, 2015

I.	<b>Call to Order</b>	17:33 by Shelly Phillips	
III.	<b>Attending</b>	Bobbie Forsyth Shelly Phillips Kelley Benson	Pascaline Ocana Sarah Cox Toni Grinder
	<b>Absent</b>	Aaron Kitchell Jennifer Clark Alexis Lukoff	
	<b>Also Present</b>	Julia Sutter Rose Archer Tori Gettinger	Melissa Lutz Caroline Read-Mullins
IV.	<b>Action Items</b> 2015.10.06.01	<b>A. Approval of Minutes</b> Shelly made a motion to approve the minutes from last board meeting (September 1st, 2015), pending changes. Bobbie seconded the motion. Vote: Unanimous approval	
V.	<b>Business</b>	<b>A. Discuss and vote for the need to add 15 minutes of “close session” to our Board meetings.</b> Board agrees that our Bylaws will need to be revise by adding the provision for an executive session no longer than 15 minutes prior to every monthly meeting. Bobbie will ask Matt (attorney) for legal legitimacy. Item will require a vote in November’s board meeting.	
		<b>B. Update/results from Fall Festival &amp; Jamberry online fundraiser</b> 15 new intent-to enroll forms, total should be over 700 as to date. Bobbie says we will continue attending events but we will be selective in the future. Pascaline will contact the Latino Community Association to reach to this demographics. Shelly confirms \$120 raised through online Jamberry campaign.	
		<b>C. Future events including the DD Ranch pumpkin patch (sign up for shifts), Christmas event at Redmond Fairgrounds (Nov. 14-15), attend Bend Christmas parade (Dec. 5)</b> Board & volunteers have signed up for various shifts at DD Ranch. Bobbie will look into the Redmond Christmas event as to costs/venue, etc. Pascaline will look into the Bend Christmas parade. Redmond Christmas parade theme is “We need a little Christmas”, board & volunteers have agreed to brainstorm on possible costume/decoration ideas and will report at the next board meeting. (ideas include: dress as glittery Christmas ornaments, characters of Dr. Seuss, ugly sweater/crazy hair)	

		<p><b>D. Discuss the Harvest dinner, clarify the location/date, set our ticket sales goals, sign up for shifts, draft PSA to sell tickets, develop a donation strategy, sign ups to sell tickets at various locations.</b>  Goal = sell 50 tickets/board member (&amp; volunteer)  Bobbie will create a 1-page flyer to distribute locally.  Board &amp; volunteers have received their tickets for sale.  Pascaline will answer all donation received through website and will set aside those tickets for “will call”  Board &amp; volunteers have signed up for shifts selling tickets at Coastal. Board &amp; volunteers have signed up for shifts on Nov. 12<sup>th</sup>.  PSA messages have been agreed upon, and will be released to all media avenues locally pending changes.  Pascaline will send to Board and volunteers a letter requesting for food/prize donations  Décor will be develop onsite using items owned by the Board and any donated items such as pumpkins/gourds, etc.</p> <p><b>E. Update on resubmission to Redmond.</b>  Bobbie and Pascaline will meet within one week to complete application for resubmission. Board will be called upon to complete any pending items if applicable.</p> <p><b>F. Discuss and vote on policies regarding voting on a new board member</b>  Board agrees that a policy is needed.  Pascaline will send the board a draft board application, list of committees and policy for all to review. Item will require a vote in November’s board meeting.</p> <p><b>G. Update on grants</b>  Grant committee will develop a “heart-felt” message for our applications.  Bobbie will draft a cover letter for our applications.  Board will call upon volunteers to make 1-minute videos explaining why they want this school. Videos will be posted on Facebook/website.</p>
VI.	<b>Announcements</b>	<p><b>A.</b> Appointment with Shay Mikalson, Oct. 8<sup>th</sup>, 1:00 PM at District Offices, Bend  <b>B.</b> Bend-La Pine School District vote to approve Desert Sky Montessori, Oct. 13<sup>th</sup>, 6:00 PM at District Offices, Bend  <b>C.</b> Work Session, Oct. 16<sup>th</sup>, 5:30-7:30 PM, location Redmond  <b>D.</b> Board meeting, November 3<sup>rd</sup>, 2015 - Ridgeview High school, Skybox room, 6:00-8:00 PM - Pascaline will provide snacks  <b>E.</b> Desert Sky Montessori’s First Annual Harvest Dinner Nov. 12<sup>th</sup>, 2015 - The Grange, Redmond</p>
VII.	<b>Adjourned</b>	Time: 19:06 by Shelly