

Board Meeting, January 25, 2015  
Spectrum Building, Suite 109  
Bend, OR 97701

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| I.   | <b>Call to Order</b>                            | 2:04 pm by Shelly Phillips  |
| II.  | <b>Attending</b>                                | Bobbie Forsyth<br>Kelley Benson<br>Pascaline Ocana<br>Jennifer Clark<br>Sarah Cox   |
|      | <b>Absent</b>                                   | Taj Smith<br>Chris Gilliam  |
|      | <b>Also Present</b>                             | Aaron Kitchell<br>Alexis Lukoff<br>Jill Wild  |
| III. | <b>Action Items</b><br><br><b>2015.01.06.01</b> | <p><b>A. Approval of Minutes</b></p> <p>1. With noted exception regarding Ms. Wand’s advice, Shelly made a motion to approve the minutes.<br/>Bobbie seconded the motion.<br/>Vote: Unanimous approval.</p> <p><b>B. Discuss and Vote on New Members</b><br/>Shelly made a motion to bring <i>Aaron Kitchell</i> as new Treasurer of the board.<br/>Bobbie seconded the motion.<br/>Vote: Unanimous approval.</p>   |
| IV.  | <b>Business</b>                                 | <p><b>A. Application Update - Next steps and sign up for tasks</b><br/>Body of text is complete. Need review and board approval.<br/>Pascaline will create all appendices.</p> <p><b>B. Finance Committee Update - Next steps</b><br/>Financial Committee (Aaron/Shelly/Chris) will complete budget for approval at next Board meeting</p> <p><b>C. 501c3 Application Update</b><br/>Ready for submission. Waiting on Budget</p> <p><b>D. Desert Sky Board Member Notebooks Update - Next steps</b></p> |

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|     |                      | <p><b>and sign up for tasks</b><br/>First draft is complete.<br/>Pascaline will finish strategic plan for approval at next Board meeting</p> <p><b>E. Fundraising Committee - Grant writing, next steps and ideas for donations in nature or service, raffles, races, etc.</b><br/>Fundraising Committee (Pascaline, Kelley, Alexis, Bobbie, Sarah) will meet with Colleen (consultant) to discuss strategies, grant writing.<br/>Pascaline will draft a Fundraising Plan, <i>Letter to donate</i>, <i>Thank you letter</i>, to be shared with Marketing Committee.</p> <p><b>F. Marketing Committee Update - Establishing official committee, next steps and sign up for tasks - Winterfest, T-shirts, Banner, Stickers, Direct Mail?, etc.</b><br/>Marketing Committee (Shelly, Bobbie, Sarah, Jennifer, Taj?) will draft Plan<br/>Ask Jessica to draft a <i>Letter for Release</i> for media<br/>Committee will design T-shirts, stickers, pens, etc. for auction, distribution.</p> <p><b>G. Board Needs: Non-profit lawyer - Recruitment and next steps</b><br/>Aaron, Sarah will start search in community</p> <p><b>H. Presentation for Info Nights (including plan finalization for Redmond 27th)</b><br/>Louise will help create mock classroom and review Power point presentation.</p> <p><b>I. Building Committee Update - Next steps</b><br/>Pascaline, Jennifer, Nothing to report.</p> |
| V.  | <b>Discussion</b>    | <p>Discussion with Jill Wild, Marketing Consultant<br/>Mrs. Wild listed numerous members in the community for us to contact including: Julie Kellogg (School District Board Member) who has a child in Montessori system<br/>Amanda, contact at The Source<br/>Martha, contact at The Bulletin</p>  |
| VI. | <b>Announcements</b> | <p>Next meeting: February 3, 2015 at 5:30p<br/>354 NE Greenwood, Ste 109, Bend</p>  |
|     | <b>Adjourned</b>     | <p>Time: 3:38 pm</p>  |