

SEAFOM Board Meeting

August 18th, 2015

5:02 – 6:35PM

AMP Classroom

Approved Minutes

SEAFOM Board Members present: Jeffrey Lofthus (JL), Lupita Alvarez (LA), Cory Crossett (CC), Abe Levy (AL), Stephanie Kohlhase (SK), Lynnette McNutt (LM), Rebecca Stenson (RS), Callie Conerton (CCo), and Kristin Garot (KG).

SEAFOM Board Members not present: none

Other members present: Bridget Braley (BB) & Catherine Fritz (CF)

Others Present: Dave Sanden (DS)

1. Establish Quorum: Quorum Established.

2. Introduction of Board Members and Guests (SK): DS is the Gaming Manager and is a guest to the meeting to speak about Hidden Treasures updates.

3. Review DRAFT minutes from May 9th Annual Membership Meeting (RS): CC moves to approve. JL seconds. Minutes approved.

4. Membership update (CC): CC has an updated membership list. He plans to speak about SEAFOM at public Montessori events. DS mentioned that the minimum number of members needed is 25.

5. Hidden Treasures Update, Manager Dave Sanden: DS has been involved in charitable gaming for Montessori education for 25 years. He provided some background information and an update to the Board. The plan for the third permit holder for the year is the Foundation for End of Life Care, a politically neutral entity that serves all of Juneau. The final decision will be made this fall with approval of their board. CF asked who is responsible for deciding the third party. DS said that it is a joint decision between both Juneau Montessori School (JMS) and SEAFOM, yet there has historically been a laissez-faire approach to the decision, usually arising when an organization had a specific funding need. There have been various organizations throughout the years. There is strong interest in establishing a Montessori alumni organization in this calendar year, which could serve as a third party permit holder in the future. CF said this group would need to become a 501(c)(3). DS asked the SEAFOM Board if they supported the decision of the Foundation for End of Care serving as the third permit holder this year. The Board was supportive.

DS also spoke about the concern of the possibility of the state approving the use of electronic gaming, which could negatively impact the profits of charitable gaming as they are currently in place. He

warned the Board to be aware of this possibility and the impact on funding for Montessori education. Another concern is if the City and Borough of Juneau were to raise taxes. Even a single percentage increase could have major impact. If this was to happen, he speculates that an excise tax on gaming would be preferred to a sales tax hike, by the City and Borough of Juneau. In the worst case scenario, SEAFOM could lose Gaming Funds beginning in the 2017-2018 school year.

6. Treasurer's Report, (AL)

a. Budget vs. expenses: AL reviewed the Profit and Loss report from June 1 through August 17, 2015.

b. SEAFOM Credit Card: AL said that SEAFOM is pursuing the opening of a SEAFOM credit card so the purchase of items such as classroom materials could be cleaner, rather than reimbursing individuals. LA noted that opening an EasyBiz account through Alaska Airlines could also benefit SEAFOM because miles can be accrued when individual users link their personal mileage accounts with the EasyBiz account.

c. Children's House Funding: The Rasmusen Grant to which SEAFOM applied for \$25,000 for Children's House furniture and equipment was awarded at half the requested amount at \$12,500. AL reviewed the Approved Budget alongside a Proposed Revised Budget, where a new line for the income column was added to represent the income restricted for 2016-17. AL said this is not a large change to the total funding available; rather it is a change in how the funding is displayed to account for the actual cash reserve. The other change in the proposed revised budget is a reduction in the amount budgeted for JMS Kindergarten Tuition Scholarships, since the need was less than the original budgeted amount of \$20,000. The total need is \$10,500. To make these changes to the Approved Budget requires a membership meeting. It may also need to be discussed if more funding is needed for Children's House materials or elementary materials. First, LA will take inventory of materials and needs. KG asked if a budget reserve is allowed at the end of the year. AL said the spending requirements are related to charitable gaming contributions, which is based on the calendar year. AL asked for an update on Montessori Assistant Training. KG reported that it should take place sometime this fall. Assistant Training will be available to JMS and Montessori Borealis (MB) assistants and parents.

d. SEAFOM Contracts 2015-2016 School Year: SK reviewed the 2015-16 contracts, which include: Amy Bibb, MB music teacher for before and after school music clubs; Alison Talley, AMP Spanish contractor; Sam Walker, AMP Microeconomy and Creative Expressions contractor; an elementary Augmentor, and three Creative Expressions art consultants. Contracts have some updates, which include a teacher point person and KG as a signer on the contract as building principal.

7. Catherine Fritz Kindergarten Scholarship Committee (SM): SK reported that six JMS Kindergarten Scholarships were awarded. In the proposed revised budget, additional funding is held in reserve in case more scholarship requests occur later in the school year.

8. Teacher Sponsorship Committee Report (CF): CF reported that she has been working on updating the teacher training sponsorship documentation for clarity and simplicity. These will be added to the SEAFOM website soon. The goal is consistency across contracts, such as the travel policy. CF also said that SEAFOM needs to be thoughtful about language in contracts regarding the contractor's obligation to working for Montessori, especially in situations when there is an excess of trained teachers.

9. Committee Volunteers:

Finance: Abe (chair), LA, SK, & RS

Catherine Fritz Scholarship: CCo, SM, BB, & SK

Alumni Association: LA, CF, SM, & LM

Membership/Nominating Chair: CC & CCo

Website Coordinator: LA. RS can have access as secretary to post minutes. AL asked if the currently approved budget can be a direct link.

Teacher Training Sponsorship Committee: JL & CF. SK suggested Rekha Claytor, JMS director, be asked to join.

10. AMP Juneau Grown Account: The Adolescent Montessori Program class business account Juneau Grown will be administered by SEAFOM. AL can set up a separate checking account with AL, SK, and RS (AMP teacher) as signers on the account. JL made a motion to set up a separate checking account to administer Juneau Grown. KG seconded. Unanimous Board approval.

11. Future Meeting Dates for 2015-2016 School Year:

Special Meeting Date: Wednesday, August 26, 2015 at 5:30PM at the AMP classroom.

December Board Meeting: Dec. 15, 2015, 5:00pm

Budget Requests Due: March 1, 2016

March Board Meeting: March 15, 2016, 5:00pm

April Budget Meeting: April 5, 2016, 5:00pm

June Membership Meeting: TBD

Meeting Adjourned 6:35pm.