

# HMF Monthly Board Meeting

## September 2023

6 September 2023 / 6:30 PM / Poddar Residence

### **Attendees**

#### **Board Members**

Mital Poddar, President

Alicia Vento, Vice President

Lance Ehrman, Co-Treasurer

Elmer Garduno, Co-Treasurer

Elizabeth Sudano, Secretary

Jennifer Perry, Assemblies and Field Trips

Nina Chantalat, Junior Assemblies and Field Trips

Ulkar Abbas, Events

xLinh Tang, Events

Kristen Vlietstra, Fundraising Chair

Amy Kertzer, Co-Events Chair

#### **School Representatives**

xStephen Bingham, Hammer Montessori Principal

xRobert Kossayian, Upper EI Teacher Representative

xNicole Raychev, Lower EI Teacher Representative

#### **Parent Attendees**

Katie, K

Amy Kertzer K, 2, preschool

Megan P, transferred 3rd grader

Tatiana M, K

Sheila B, K, preschooler

Sarah V, K, preschooler

## Meeting Details

Motion to Start: Mital Poddar

Second: Alicia Vento

Meeting Start: 6:33

Motion to End: Mital Poddar

Second: Alicia Vento

Meeting End: 7:51

## Discussion

- Welcome and Vote in new board members
  - Kristen Vlietstra voted in Fundraising Chair (Voting)
  - Elmer Garduno voted in as Co-Treasurer (Voting)
  - Nina Chantalat, Junior Assemblies and Field Trips (Non-voting)
  - Amy Kertzer, Co-Events Chair (Voting)
- 2023 Budget Vote
  - [Budget](#) Snapshot
    - In the bank: \$57,350
- Annual Appeal update/Fundraising Discussion
  - Goal is \$25K
  - 28% of goal fulfilled on Konstella, Benevity will come in approx 2 months
  - Waiting on one check to do a proof receipt
  - This week will update with a reiteration of correct address, no big push until after Read-a-Thon
- Read-a-Thon vs Annual Appeal and Parent Square/Konstella
  - Kinder (and other) parents are confused
  - Kristen will ask Bingham to message about Konstella's role in Friday message
  - Need to clarify where the money from Read-a-Thon is going
- Teacher Montessori Supply Materials Needs
  - Neal (5/2023 request)
    - [Timeline of Ancient Civilizations](#)
    - \$35 x 1 Ask if any other 4/5s need/want one
  - Chaidez (8/2023 request)
    - [Green Series](#)
    - [Blue Series](#)
    - [Pink Series](#)
    - Alicia looking at prices (~\$850 for all three)
      - Vote to approve - PASS
- Events Recap
  - Kinder Events
    - Ice cream expense/cost - donation
  - Back-to-School Night
    - More prep / talking points needed

- Make sure someone is assigned to both sessions
  - Make a couple slides
  - More coordination with Bingham needed if possible
  - Maybe invest in signage?
- KNO/PNO Update - 9/22
  - Get the info out to teachers
  - Sign-ups need to happen
    - Payment is like t-shirts through Konstella
    - Can be refunded up to 48 hours before event
    - Kristen writing it up, send it to Ulkar
    - Activities - Amy, Veronica, Ulkar meeting about this
    - Volunteers needed to support staff, manage activities
    - Calculate minimum number needed to make event a go
- Luna Chalk Art 9/16
  - Need a volunteer to draw sketch outline (Josh Gainsbrugh?) ~ 8:30
  - Need parents/students to come color throughout the morning
  - Konstella sign-up?
- T-shirt Sales/Pre-orders
  - First round of pre-orders are settled, Alicia will order this week
  - Approval to order a small # of hoodies/zip up for size exchanges
    - See what Alicia can get for ~\$500
- HMF Mission Statement
  - Re work it and present it
- Trunk-or-Treat Planning to start soon! Watch out for committee invites
  - Book drive?
  - Raffle baskets

## Summary

## Action Items

Can juniors vote in senior's absences?

Mital talk to Bingham about clarifying Read-a-Thon goal/designation

Garden Discussion

Share Montessori jobs folder to community

Alicia researching pink/blue/green language material pieces

HMF Mission Statement

## Votes

Voted in 3 full members, one junior :

Kristen Vlietstra, Fundraising Chair (Voting)

Elmer Garduno, Co-Treasurer (Voting)

Amy Kertzer, Co-Events Chair (Voting)

Nina Chantalat, Junior Assemblies and Field Trips (Non-voting)

Purchase \$850 language set for Chaidez