

Hammer Montessori Foundation

Monthly Board Meeting

Tuesday, 6/16/26 | 6:30 PM | Hammer Elementary Room 120

Online meeting link: www.tinyurl.com/hmf-meeting

For board members: HMF Board Drive

<https://drive.google.com/drive/folders/0AG1CBHR3dFqUUk9PVA>

Agenda:

Attendees:

Kristen Vlietstra, President & Fundraising Chair
Lynn So, Vice President
Elmer Garduno, Co-Treasurer
Jasmin Llamas, Co-Treasurer
Katy Bosworth, Secretary & Web Admin.
Kay Gonzales, Events Co-Chair

Not present: Marilia Inoue, Communications Chair

Meeting Details:

- I. Call to Order - ~7:15PM
- II. Approve Prior Minutes
- III. Approval of the Agenda
- IV. Reports of Officers and Committees
 - A. Principal
 1. N/A
 - B. President and Vice President
 1. Moving the HMF closet on 6-20-2026 - Bingham can get us in as early as 7am if we want to but has to be by 9am. When we are done he will let us into Gardner if we give him a 10 minute heads up. We have a classroom at Gardner that will be 50% for HMF. **Plan: Uhaul 24 hour 8am meet. Prioritize: Trash/not use → throw up. Inventory shirts?
 2. Tshirts: Hammer Strong. Supply the whole school 1 shirt/kid + all teachers/staff. Then we can stock this shirt. No more Montessorian shirt ordering. Budget \$5000

3. Starting Arts is no more - This has been a huge driving force for our fundraising in past years. Do we replace it with something else? We will have an arts teacher to try and create more traction with parents at the new campus and more once a week on campus going forward.
4. Teacher discretionary funds: We keep same reimbursement procedure (not moving over to Bingham). Keep Email treasurer for reimbursement. Budget: one-time increase \$500 for new classroom setup - all teachers (primary, full time, part time). Keep same 12 primary teachers \$1200 supply + \$150 training, Other full time teachers \$600, part time \$400.
5. Assembly/field trips: Increase budget. **Also, still need field trips/assemblies person.
6. Budget for community outreach or community events - Do we want to do more community involvement. \$500 Walk N Roll, \$1000 community engagement coffee. Build community & promote HMF.
7. Do we want to set a budget line item for the new campus for improvements that directly benefit our students that the district would not cover. (Bingham fund?) → get any specific budget items from Bingham
8. Laura is not interested in restarting the garden at the new campus. She is willing to participate in a garden if someone else heads it up. Do we need to have any involvement in this? Potential budget item?
9. We may need to purchase shelving for the classroom we are going to store our items in. I think these would work if needed:
<https://www.homedepot.com/p/Muscle-Rack-5-Shelf-Heavy-Duty-Adjustable-Metal-Garage-Storage-Shelving-Unit-in-Black-48-in-W-x-72-in-H-x-24-in-D-UR-245PB/305553565>
10. Any additional projects we can do? Make campus welcoming and fun. Looking for proposals.
11. **AR: Kristen talk to Mr. Bingham about these things:
 - a. Meet Tshirts 8am Sat. Later 10 min warning for Gardner.
 - b. Garden - location? Garden funding pending Bingham OK
 - c. Trees? Can be installed around field that doesn't have
 - d. Shelves/Racks for HMF supplies/shirts (District requisition from storage)
 - e. Arts: Students are getting only visual arts, and only half the year, correct? Can we make up the loss of music/dance by funding starting arts?
 - f. Funding \$15K not going to starting arts: We are interested in funding programs that benefit all students
 - g. Community event at beg of school (kona ice, food trucks). \$1700 budget, need to know how much of that is covered by district back to school funds
 - h. How are we giving checks to the teachers? (Jasmin emailed)

C. Events Planning Chair

1. **AR Kay send events to Katy to add to website.

D. Treasurers/Bookkeeping

1. Checking (76,059.42); Savings (58,863.37)
2. AR Elmer: old treasurer email address, add auto-response that we are not monitoring. Also, email forwarding?
3. **AR Jasmin/Elmer**: Get Jasmin access to the treasurer@ address
4. Checks:
 - a. Preeti Jha \$1243.19, #1236
 - b. Nina Chantalat - WAT Ice cream \$380.96 #1237
 - c. Katy Bosworth - Popcorn \$99.90, #1238
 - d. Gladys Salm - \$55.83, #1239
 - e. Lynn So - Retirement Gift Card - \$200.0, #1240
 - f. Katy Bosworth - Retirement Plaques - \$183.16, #1241

E. Fundraising

1. N/A

F. T-Shirt Sales Update

1. N/A

G. Field Trip and Assemblies

1. N/A

H. Web Admin/Communications Chair

1. N/A

I. Teachers

1. N/A

V. Unfinished Business:

- 1.

VI. New Business:

1. N/A

VII. Voted Items:

1. N/A

VIII. Action Items/Next Steps:

- 1.

IX. Closed Session

X. Calendar/Comments/Announcements:

1. Next Board Meeting Tues., ***

Adjournment - 9:23pm