

Inavale Community Partners  
Board Meeting Minutes  
November 3, 2008

Meeting convened at Muddy Creek Charter School, 7:05pm

Present: Jen Renee, Payton James-Amberg, Tanya Freeman, Morning McCreary, Jenny Swanson, Christine Horning, Kathleen Westly

*Approval of meeting minutes:* Did not approve meeting minutes from 9/29 meeting.

*Reviewed Agenda:* reviewed emailed agenda, approved.

*Public Comment:* Three toilets backed up – 2 staff, one in girls’ restroom. 509J was not available to respond; Paul Jennison suggested ACE. 1 staff toilet may need to be replaced. (\$150 – \$300). Ace hourly rate is \$79.

*Parent Surveys:* Jen will be compiling tomorrow. Have had positive feedback from parents about the school. No withdrawals to date – something of a rarity in the Charter School world!

*Office Assistant Hours:* Chana will be pulling back her hours to be more consistent with the time for which she is actually being paid. A number of volunteers have stepped forward to help staff the office when she is not present. Our thanks to Eliza Fairbanks, Melanie Kelley, Lisa Yagoda, Anita Grunder, Carrie Pfeil, Julia Moore and Amy Kenton!

*Staff Team Building Meeting:* A team building meeting, hosted by Lou Favreau, is scheduled for Monday, October 10. They will be making a first pass at developing objectives for the social curriculum. Christine Horning will facilitate the first MCCS-wide meetings for training in the consensus method.

*Pots-O-Money Discussion:* Payton led us in a discussion of the various pots of money under the ICP umbrella, and how they should be separated, according to the in- and out-flows. Important questions to be answered include:

- Is there a budget for each pot, and who has control over it?
- How are these programs doing relative to expenses?
- Who makes the budget?
- Who approves the budget?
- Who is the gatekeeper for the budget?
- Are there any parties that need to be consulted in the development of the budget?
- When working with matching funds, is a specified donation (i.e. to playground equipt.) matched with money also directed to the earmarked donation? Who decides about this – the matching donor, or ICP?

A spreadsheet of these pots and the answers to some of the questions above follows.

During the discussion, additional issues/questions that arose include:

- We need to establish a grant-oversight process, so that we have some level of approval given for grants written in the name of ICP/MCCS.
- Who approves the budget, as given in the grant proposal – committing of matching monies, etc.?

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- ICP board needs to do the strategic planning to give guidelines to Executive Director of the priorities for spending unrestricted MCCA money.
- Some amount of unrestricted MCCA money should be allocated to Executive Director to be used at her discretion.
- A time-line for ICP board review of the budget needs to be established.
- Does P3 Start-up grant money need to be its own pot? Probably.
- General guideline for MCCA monies – gatekeeper for non-educational programs would be Business manager; gatekeeper for educational programs would be Executive Director.

Ended pots-o-money discussion at 9:48

*Giving Thanks Gathering:*

Program:

- 3:45 Children arrive no later
- 4:00 Thanks to supporters, donors, über-volunteers
- 4:15 Presentation by children
- 4:25 Sing along  
Share your music
- 5:00 Dinner
- 5:30 Campfire, weather permitting

Action Items: Jen contact Janelle about leading sing along. Kathy put announcement in newsletter “calling all musicians” and a coordinator. Tanya finalize invitation, organize mailing for office volunteers. Payton get together a list of donors. Payton contact Kathy re: table service. Anita provide list of addresses.

*Meeting to prep for meeting with district:* Thursday, Philomath Java Connection, 10:30am. Payton, Kathleen, Tanya, Mark, Anita to attend.

Muskrat Logo: Morning handed out the logo design her mom did of the Muskrat. To be discussed at a later date.

*Next Meeting:* Monday, November 10.

Adjourned 10:35pm

Minutes submitted by Kathleen Westly