

## Mabry Middle Foundation Advisory Board Meeting Minutes

**Meeting Date: January 12, 2024**

**Location: Learning Commons**

**Meeting started: 10:02 a.m.**

**Attendees:**

<b>Kathryn Marek</b>	<b>Dena Loadwick</b>
<b>Mahafrin Mehta</b>	<b>Andrea Phillips</b>
<b>Mr. Tanner</b>	<b>Amalya Winters</b>
<b>Laura Mirmelli</b>	<b>Libby Lippincott</b>

**Call to Order and Introduction:** Mabry Middle Foundation (“MMF”) meeting was called to order by Kathryn Marek at 10:02 a.m.

**Secretary Report.** Laura Mirmelli presented the December 2023 MMF meeting minutes and requested revisions. There being no revisions, and motion having been made, the December 2023 MMF meeting minutes were approved and accepted into the records.

**Treasurer Report.** Mahafrin Mehta reviewed the current treasurer’s report. Total funds on hand as of January 12, 2024, is \$41,512.06. There are still a number of outstanding deposits and withdrawals that have not yet posted to CSF. Ms. Mehta shared that the Truist Bank account has been set up and the debit card was received.

**Principal’s Report.** Mr. Tanner indicated that CSF had shared the process for release of funds once non-profit status is granted for MMF. We will need a cover letter, written consent, and the MMF minutes approving the change.

**Communications Committee Report.** No change from last month, the MMF website and social media channels are going well.

**Sponsorship Committee Report.** We still need sponsors for STEAM night. All volunteers encouraged to reach out to local businesses.

**General Fundraising Updates.** General fundraising continues to go well and new Birthday Marquee announcements continue to come in. Total birthday marquees to date are 73. Sales for 8<sup>th</sup> Grade yard signs began, and 22 signs have sold to date.

**Old Business.** The landscape project has not been scheduled yet due to weather and scheduling difficulties. There was a general discussion of hiring a different vendor since the pro bono process has been difficult.

Festive sweater contest had low participation this year, and technically raised \$7. There was a general discussion that perhaps next year the contest should not be on an early release day to encourage more participation.

The STEM T-shirt contest is ongoing and final designs are due by Friday, January 19<sup>th</sup>.

**New Business.** STEAM night planning for March 5<sup>th</sup>, 2024 is still ongoing. Ms. Shively is coordinating. Last year small buttons were handmade to give out during STEAM night, however preparing them was very time consuming. There was a general discussion about putting the winning T shirt design on stickers instead this year. A final decision will be made next month.

Cobb Water Conservation is confirmed to attend STEAM night and they will be bringing snakes. The GA Tech Inventure project will also have a station.

MMF received a mini grant request for 6<sup>th</sup> grade. The cost is \$197.67 for purchase of a Scholastic Science Magazine subscription as an additional science resource. The magazines would be used by all 6<sup>th</sup> graders. After discussion of the mini-grant request, a motion was made to fund the mini-grant. The motion unanimously passed.

**Votes:**

1. Vote to accept December 2023 Meeting Minutes passed unanimously.
2. Vote to fund the 6<sup>th</sup> grade mini grant passed unanimously.

**Adjournment.**

There being no further business, the meeting adjourned at 10:31 a.m.

Submitted by: *Laura H. Mirmelli*

Name: Laura H. Mirmelli/Secretary