DRAFT

Whatcom Intergenerational High School

Minutes

Monthly Finance & Fundraising Committee

Date and Time
Thursday March 21, 2024 at 4:30 PM

Location
WIHS Board is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting
https://us06web.zoom.us/j/81426559068?pwd=GVzAiSF7cW6Lkwzm2XIT9vlRJmVaKy.1

Meeting ID: 814 2655 9068
Passcode: 712988

Please take a moment of silence to ground in the ansestral homelands where you reside and extend your deepest gratitude to the Coast Salish Peoples who have cared for and protected our shared lands and waterways since time immemorial.

Committee Members Present
J. Ferrera (remote), P. Freeland (remote)

Committee Members Absent
A. Juarez Cordova, A. Porter, G. Goulet, N. Mughal-Barrows

Ex Officio Members Present
D. Walker (remote)

Guests Present
B. Luu (remote), E. Zamora, Gillia Bakke (remote)

I. Opening Items

A. Call the Meeting to Order

P. Freeland called a meeting of the Finance & Fundraising Committee of Whatcom Intergenerational High School to order on Thursday Mar 21, 2024 at 4:35 AM.

B. Record Attendance

II. Finance Reports

A. Review February 2024 Financial Report

February Financials Review

- Payroll, AP, and cash summaries reviewed - no issues identified
- Tracking to annual budget as expected at this point in the year
- Special ed services budget may need adjustment based on spending so far

Bill reviewed WHS's finances for February 2024, noting payroll was higher due to staff leaves. Revenues were on track while expenses were slightly below budget. No concerns were raised about cash flow.

Budget reports are attached in the documents section.

B. Review items for Board ratification

Discussion of what needed to be shared during board meeting. Bill specified which finance items can go in the consent agenda vs. which needed to be separate.

III. Other Business

A. Discussion and Planning for Spring 2024 Auction

Talent Show Fundraiser Planning

- Flyer and GiveButter page created
- Will be talent show format with student performances
- Next steps are procuring donations, promoting event, and recruiting sponsors
- Will meet again in 2 weeks for more planning

Eric presented a flyer for the May talent show and fundraiser. Feedback improved the event name and registration details. Sponsorship packets and donation tracking were discussed to procure items for the live and online auctions. Assigning promotion tasks will expand community awareness of WHS.

B. Grant Funding

Grant Writing Support Project

- Overview of grant calendar and submission process provided
- School will review options and prioritize opportunities
- MOU and webinar will provide more details on process

Gillia shared upcoming grant deadlines and solicited feedback on priority opportunities. WIHS plans to apply to an OER grant to adapt existing resources for staff training. Gillia will provide application materials and track submissions.

IV. Closing Items

A. Adjourn Meeting

There being no further business to be transacted, and upon motion duly made, seconded and approved, the meeting was adjourned at 5:21 PM.

Respectfully Submitted,
D. Walker

Documents used during the meeting

None