



www.harmonyark.org

shARK Meeting Minutes

Date: June 22, 2022
 Location: Marni's house on Jonive
 Call to order: 6:15pm

MEETING TYPE:	Regular	Special x
---------------	---------	--------------

Roll Call:

NAME	ROLE	PRESENT	ABSENT
Marni Davis	President	x	
Caitlin O'Neill	Secretary	x	
Sue Davis	Treasurer	x	
Sarah Laird	Vice President	x	
Kandi Cogliandro	Director		x
Lauren Bowne	Director		x
Guests in attendance	Gaia Farina	Sarah Wieland	Lillian Borgenson

- I. Approval of May Minutes
Done via email on July 5th.
- II. Discussion
 - A. Board Administration
 1. Board member resignation - Kandi Cogliandro (via email)
 2. Board member resignation - Lauren Bowne (via WhatsApp)
 3. Board member nominations for 2022-23.

HARMONY ARK BOARD OF DIRECTORS: CAITLIN O'NEILL – PRESIDENT, SARAH LAIRD - VICE PRESIDENT, SUE DAVIS - TREASURER, SARAH WIELAND - SECRETARY
 BOARD MEMBERS: LILY BORGESON, MARNI DAVIS, GAIA FARINA

THE HARMONY ARK EDUCATION FOUNDATION IS OPEN TO ALL PARENTS, TEACHERS, AND STAFF OF HARMONY ELEMENTARY AND SALMON CREEK MIDDLE SCHOOLS, AND THE OCCIDENTAL COMMUNITY AT LARGE. THE PRIMARY PURPOSE OF THE HARMONY ARK EDUCATION FOUNDATION IS TO PROVIDE PROGRAMS THAT OFFER ALL STUDENTS A COMPLETE AND STIMULATING EDUCATION.

- a) Marni Davis resigns from the office of President. Sarah nominates Marni Davis to the board for 2022-2023, Sue seconds, all in favor.
- b) Caitlin nominates Sue Davis for Treasurer 2022-2023, Sarah seconds, all in favor.
- c) Sue nominates Sarah Wieland to the board and as Secretary for 2022-23. Sarah Laird seconds, all in favor.
- d) Marni nominates Lily Borgeson to the board, Sarah seconds, all in favor.
- e) Caitlin nominates Sarah Laird to be Vice President again in 2022-23, and Sue seconds, all in favor.
- f) Caitlin nominates Gaia Farina to the board for 2022-23, Sarah Laird seconds, all in favor.
- g) Marni nominates Caitlin O'Neill to the board as President for 2022-23, and Sue seconds, all in favor.
- h) New board for 2022-2023
 - (1) Caitlin O'Neill, President
 - (2) Sarah Laird, Vice President
 - (3) Sue Davis, Treasurer
 - (4) Sarah Wieland, Secretary
 - (5) Marni Davis (Welcome Committee)
 - (6) Lily Borgeson (Communications)
 - (7) Gaia Farina (Spring Auction Lead)

4. Adding a communications manager - different role than secretary: Lily will take this on. Caitlin will train her on the website/newsletter.
5. Meeting Times/Structure for 2022-23.
 - a) Business meetings in August, October and December.
 - b) Community meetings September and November?
 - c) Let's schedule these in advance, get them on the website and to Suzi for the school calendar by August.

B. Financials

1. Tax/Bookkeeping updates
 - a) Sue reports the bank accounts total \$72,159.59
 - b) We still haven't settled accounts with CPA, bookkeeper
 - c) We already donated over \$5000 for teacher appreciation in 2022.
 - d) Sue will make a financial summary to share with us for last year.
 - e) We have a gift card for over \$1000 to Copperfields. Sue motions to give the gift card to the new librarian for the coming year, Lily seconds the motion, all in favor. Sue will find the card.
2. Vote on amount to give to HUSD for 2021-22
 - a) Marni motions to write a check to HUSD for \$25,000 and Sue seconds the motion, all in favor. Sue can write the check to HUSD.
3. Set 2022-23 budget.

C. Fundraising

1. Specific projects/committees

D. Communications and Technology

HARMONY ARK BOARD OF DIRECTORS: CAITLIN O'NEILL – PRESIDENT, SARAH LAIRD - VICE PRESIDENT, SUE DAVIS - TREASURER, SARAH WIELAND - SECRETARY
 BOARD MEMBERS: LILY BORGESON, MARNI DAVIS, GAIA FARINA

THE HARMONY ARK EDUCATION FOUNDATION IS OPEN TO ALL PARENTS, TEACHERS, AND STAFF OF HARMONY ELEMENTARY AND SALMON CREEK MIDDLE SCHOOLS, AND THE OCCIDENTAL COMMUNITY AT LARGE. THE PRIMARY PURPOSE OF THE HARMONY ARK EDUCATION FOUNDATION IS TO PROVIDE PROGRAMS THAT OFFER ALL STUDENTS A COMPLETE AND STIMULATING EDUCATION.

1. Discussion about the role of shARK in communicating school wide information.
2. Reinstating Parent Liaisons Role—to recruit at Welcome Dinner.

E. Events - 2022-23

1. Welcome Back Dinner August 26th: Gaia and Lily will co-coordinate.
2. Events to Coordinate:
 - a) Auction in Spring, Gaia to lead. Maybe in August/September to start reaching out for those big ticket (corporate) items.
 - b) Book Faire—7th and 8th grade could help lead this. December 13-15th. Sue is interested in overseeing.
 - c) Color Run?
 - d) Square 1 Art—TBD
 - e) Teacher appreciation—in May
 - f) Welcome New Families - pairing a new family with an older family; Marni interested in overseeing this.
 - g) Spring Play—We need a date from the school admin.
 - h) Pie Fundraiser—Sarah Laird and Sue are ok to do again this year.
 - i) Flower Fundraiser—revisit in Spring; not same week as Teacher Appreciation.
 - j) Dine and Donate? Waiting on tax status; good for holiday season hopefully.

II. Special Topics

A. Meeting with School Administration: aiming for the week of August 15th; Sarah will email Matthew.

1. Discuss Calendar flow and how to coordinate. Our early items include:
 - a) Co-hosting the Welcome Dinner on 8/26 to rally support and help disseminate information. Lily and Gaia.
 - b) September hosting a weekend coffee/bagels get together?
 - c) Pie Sales again probably in November...Sue and Sarah Laird.
 - d) Book Fair to line up with Winter Gathering, dinner again? Sue.
 - e) Spring Auction, our biggest event of the year, will return in 2023.
 - f) When is the school play? How to approach compensation? It was awkward this year, we didn't feel comfortable paying Shanena and other staff members for their time, as it doesn't feel like our role...
2. How to meet up and hold events with fields under construction?
3. Can we meet in the garden monthly or semi-monthly on Fridays for coffee after drop off? Lily and Caitlin are point persons.
4. Welcome Committee; Marni.
5. Who is the point person there in the office?
6. Feed back to the office—they need a community liaison
7. Newsletter and how to best collaborate on dissemination of information.
8. Communicating with teachers—class liaisons (will collect at Welcome Back dinner as we have before 2019).

HARMONY ARK BOARD OF DIRECTORS: CAITLIN O'NEILL – PRESIDENT, SARAH LAIRD - VICE PRESIDENT, SUE DAVIS - TREASURER, SARAH WIELAND - SECRETARY
 BOARD MEMBERS: LILY BORGESON, MARNI DAVIS, GAIA FARINA

THE HARMONY ARK EDUCATION FOUNDATION IS OPEN TO ALL PARENTS, TEACHERS, AND STAFF OF HARMONY ELEMENTARY AND SALMON CREEK MIDDLE SCHOOLS, AND THE OCCIDENTAL COMMUNITY AT LARGE. THE PRIMARY PURPOSE OF THE HARMONY ARK EDUCATION FOUNDATION IS TO PROVIDE PROGRAMS THAT OFFER ALL STUDENTS A COMPLETE AND STIMULATING EDUCATION.

III. Other Voting/Approvals

A. Addendum as of 8/10/2022.

1. Sarah Wieland motions to:

- a) Remove all past/retired board members who no longer serve on the Harmony Ark Education Foundation from the WESTAMERICA BANK accounts, as controllers and/or check signers. This includes but is not limited to: Nicole McKenna, Giovanna Zarba, Mariah Lander, and Bonny Covell.
- b) Add Caitlin O'Neill and Lillian Borgeson as account controllers/signors; if needed, Caitlin O'Neill will serve as the main controller of the account, as well as a check signor; Lillian Borgeson will serve as an additional check signor.
- c) These changes are effective immediately August 10, 2022.

2. Marni Davis seconds the motion.

3. ALL board members vote in favor.

IV. Next Meeting—mid-August, TBD

HARMONY ARK BOARD OF DIRECTORS: CAITLIN O'NEILL – PRESIDENT, SARAH LAIRD - VICE PRESIDENT, SUE DAVIS - TREASURER, SARAH WIELAND - SECRETARY
BOARD MEMBERS: LILY BORGESON, MARNI DAVIS, GAIA FARINA

THE HARMONY ARK EDUCATION FOUNDATION IS OPEN TO ALL PARENTS, TEACHERS, AND STAFF OF HARMONY ELEMENTARY AND SALMON CREEK MIDDLE SCHOOLS, AND THE OCCIDENTAL COMMUNITY AT LARGE. THE PRIMARY PURPOSE OF THE HARMONY ARK EDUCATION FOUNDATION IS TO PROVIDE PROGRAMS THAT OFFER ALL STUDENTS A COMPLETE AND STIMULATING EDUCATION.