



Business Meeting Minutes

November 20, 2013

- I. Call to Order
Nancy Sherburne called the meeting to order. The following Friends' Board members attended the meeting: Nancy Sherburne, Bill Guthlein, Caroline Jarvis, and Blossom Davies. Eight other Acton and Boxborough parents also attended the meeting.
- II. Organizational/Business Issues
 - A. Approval of September 2013 minutes – A motion was made and seconded to approve the September 11, 2013 meeting minutes as written. The motion was unanimously approved.
 - B. Treasurer's report - Caroline Jarvis reported that the only activity for the last few months was a reimbursement check to Nancy Sherburne for her out-of-pocket expenses related to our teacher award in the amount of \$181.32. The current bank balance is \$4129.66.
 - C. Membership invitation letter – Nancy forwarded a 2013 Friends' membership invitation letter to Pupil Services for electronic distribution to all special education families in the district prior to Thanksgiving.
 - D. Fundraising plans - Several fundraising ideas were generated. Jeanne suggested a chamber music fundraiser. Her husband plays in a chamber music ensemble and they would be willing to donate their time. Jeanne thought it would be relatively easy to pull together if they can locate a venue. Amanda suggested selling carnations at theatre productions. The consensus seemed to be that we should explore selling flowers at the junior high theatre productions. Nancy suggested that grocery stores might even donate some of the flowers and/or food. Both Jeanne and Amanda offered to follow up on these ideas.
 - E. Resource list - Jeanne asked about resources related to extracurricular activities for her daughter. Many parents shared an interest in knowing what resources are available in our local communities. While it's difficult to keep these lists current, Jeanne, Amanda, Blossom, and Bonnie offered to work together to create an updated extracurricular community resource list for the AB SpED PAC website.
- III. Adjournment – the meeting adjourned at 9:25 pm.
- IV. Next Meeting – January 8, 2014 following the AB SpEd PAC Meeting.

Respectfully submitted by Blossom Davies, Secretary