



Business Meeting Minutes

January 8, 2014

- I. Call to Order
Nancy Sherburne called the meeting to order. The following Friends' Board members attended the meeting: Nancy Sherburne, Bill Guthlein, and Caroline Jarvis. Six other Acton and Boxborough parents also attended the meeting.
- II. Organizational/Business Issues
 - A. Approval of November 2013 minutes – A typo was corrected in Section II. C of the meeting minutes. A motion was made and seconded to approve the November 20, 2013 meeting minutes as written with the typo correction. The motion was unanimously approved.
 - B. Treasurer's report - Caroline Jarvis reported that the Friends organization has received \$120 in membership fees and donations from our annual appeal thus far. The current bank balance is \$4249.66.
 - C. Membership invitation letter – Nancy shared that she had asked Pupil Services to resend the 2013 Friends' membership invitation letter out to all special education families since the original mailing might have been lost in the holiday rush for families. A suggestion was made that we contact the Boxborough SEPAC to see if they would be willing to share their mailing list with us as we merge organizations due to regionalization.
 - D. Fundraising plans – There was no progress to report on the possibility of conducting a flower sale fundraiser at Junior High drama events or raising funds through a chamber music concert.
- III. Adjournment – the meeting adjourned at 9:20 pm.
- IV. Next Meeting – March 19, 2014 following the AB SpEd PAC Meeting.

Respectfully submitted by Nancy Sherburne, Executive Director