



Board of Directors Meeting Agenda  
Tuesday Oct.20th, 2018  
6:00 PM

- Call to Order
- Roll Call
- Approval of October 9th Meeting minutes
- Old Business
  - SDCE Checking account opened on 10-16-18
  - SDCE Facebook page created by Gayle
  - 501c3 status- copies of paperwork given to Crystal to provide to companies as needed
  - Email address list of all members on the [sdcefund@gmail.com](mailto:sdcefund@gmail.com) email
  - Thank you letter/receipt template with tax i.d. number for companies/individuals that make tax deductible sponsorship/donations
  - All Member Meeting at Synergy Studio on November 3<sup>rd</sup> at 1:00
- New Business-
  - Start up tasks
    - i. Set up accounting system
      - 1. QuickBooks- Treasurer
- Fundraising efforts
  - i. Enroll in store programs – Crystal... in progress
  - ii. Enroll in online programs - Crystal... in progress
  - iii. Instructions for members on how to participate, enroll, and distribute in fundraising campaigns.
  - iv. Selling fundraising at the studio to rec. parents- Beginning Monday, Oct 22nd
    - 1. Grand Travers Pie certificates
    - 2. Hungry Howies
- Next Meeting is November 15, 2018 – 6:00 PM
- Adjournment