

Friends of P. S. 166, Inc.
132 W. 89th Street
New York, NY 10024

Minutes of the Board meeting 6 March 2003.

Members Attending: MB Walsh, P Reilly, J Freeman, S Callender, I Gershenhorn, S Williams, F Grifo, S Parker-Frazier, J Davidge (secretary).

TOPICS DISCUSSED

1. **Minutes.** Minutes for the 6 January Board meeting were not submitted. There was a brief partial-board meeting 14 January with preliminary discussion relating to re-naming the school.
2. **Board Composition - Jack Regan nominated.** The board **voted** unanimously to nominate Jack Regan to the board. JD was deputized to write him a letter. There was agreement that if he would join, one objective to suggest to him would be to introduce PR to the Rudin family, hoping to develop a successor relationship.
3. **Richard Rodgers.** JF noted trying to arrange a meeting with the Rodgers Foundation to clarify the vision underlying a relationship between the Rodgers Fdn. and the school. Noted that Mary Rodgers (Geuttle) would be Principal For a Day 3 April.
4. **Develop Documented Needs List.** This was a follow-up to FG's expression in an earlier board meeting for the need of a formal list of resources required by various constituencies. We discussed various current needs: PR - kindergarten assistant, math developer; FR - science resources; IG - mentioned wireless headset. JD suggested one strategy to get to a comprehensive, documented list would be to have a form developed and completed by interested parties for each need. It was assumed PR would be the catalyst for defining many of the needs. The volunteer nature of FO was noted as related to priority setting. The forms would be consolidate on a master tracking spread-sheet. The spread-sheet could serve to match needs with potential sources such as NYS & NYC officials with discretionary budgets, foundations, interested individuals, merchants. JD volunteered his wife, Deborah Lott, pending her approval, as the form developer and list compiler. The board agreed a needs list would be beneficial, and to try the proposed strategy discussed herein.

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5. **Friends Of on Web Site.** JD said that he would like to put documents relevant to the Friends of P. S. 166, Inc. on the PTA web site. These would be comprised of: By-laws, NYS Certificate of Incorporation, 501(c)3 letter, Board Members, Minutes, relevant government filings, needs list. The board approved putting the above documents on the web site. JD will provide them in .PDF format, and work with IG.
6. **Approve hiring accountant & other financial issues.** IG discussed hiring an accountant, stating that it was necessary to have an approved audit, and file a form 990. He reviewed his evaluation process and fee proposals which were approximately \$3,000. A motion was made and unanimously **voted** to budget up to \$4,000 for IG to retain an accountant, subject to Board monitoring. There was discussion about the need for prompt action to get reimbursement and money spent for approved projects as BOE and other agencies are completing their budgeting and fiscal years. There was discussion as to how the pledge drive was progressing.
7. **Motion to adjourn.** JD moved, MB seconded, approved.