**Corrales International Foundation General Meeting**

Agenda

12/8/2016

Corrales International School 5500 Wilshire NE Albuquerque, NM

Co-Chairs: LaJean McCaig & Treasurer: Maria Pumilia Secretary: Casey Hiester

**AGENDA**

3:30 pm call to order

Action Item: Accept Agenda 12/8/2016

Action Item: Accept Minutes from 11/10/2016

Co-Chair report:

 Nominate a co-chair

 Bank acct signatures? To be changes when we have a new co-chair and minutes have been recorded and accepted

 Review Duties and Internal Control

Treasurer Report:

 QB Consulting

 Reports

 Car raffle #’s

 Funds Received forms/ procedures

Year End Donation Letter:

 Ready to go out

 Visit classrooms Friday Afternoon

Car Raffle:

 Possible fee for tax consultant

Bracelets are in how to distribute

List of all students that participated for free dress next week

2nd place respond yet can we mail the letter to him

Paypal Swipers where do we store them:

Budget 2017 approval

Strategy disscusion

Other:

Adjourn: 4:30pm