



March 9, 2025 Finance Committee Meeting

Agenda

Location: Join our Zoom Meetings using this [Link](#).

Meeting ID: 469 595 1579

Passcode: budget

Time	Topic	Notes
7:00 pm	Welcome and land acknowledgement	
7:10	Fiduciary oversight on spending - Director level	
7:30	Draft Budget Discussion • Review Income Estimates • Review Salmon Bay School Grant • Review Budget Proposals (due today)	
8:15	Vote on School Grant amount	
8:25	Next Steps • Finalize remaining budget (outside of the School Grant) for May vote	
8:30 pm	Wrap Up of Official Business	

Next meeting: Sunday, April 6th, 2025 from 7:00-8:30 pm; Zoom link above

Welcome

Thanks for being here! Our parent-teacher organization, Friends of Salmon Bay (FOSB), is here to support the school and community. Any adult associated with a student at Salmon Bay is automatically a member of FOSB. Learn more at friendsofsalmonbay.org and follow us on Facebook, [@FriendsofSalmonBay](https://www.facebook.com/FriendsofSalmonBay).

Acknowledgement of Duwamish ancestral lands: *Much of the land upon which we serve students was once inhabited primarily by the Duwamish tribe. As we start our meeting, we acknowledge that we are on the traditional, ancestral lands of the Duwamish people. We honor the strength and resilience of the first inhabitants, whose children we serve today.*

Goal of the Finance & Budget Committee: The goal of the Finance & Budget Committee is to create, by the end of April of the current year, the proposed FOSB Budget for the upcoming school year in collaboration with members of the Salmon Bay community. This proposed budget for the upcoming school year will be presented at the May FOSB Membership meeting for a vote by the Salmon Bay community.

The heads of the Finance & Budget Committee for the 2024-25 school year are: Julie Carr (Middle School Treasurer) and Niamh Ward (Elementary School Treasurer).

If you have any finance or budget questions, please email us: fosbtreasurer@gmail.com

FOSB Meeting Norms

Before the meeting:

- Read the agenda so that things are less likely to surprise you.
- Review accompanying documents so you are prepared to participate.

During the meeting:

We ask Salmon Bay students to be safe, kind, and responsible. As role models in this community, we ask the same of ourselves. At FOSB meetings, we aspire to:

- Speak respectfully to each other as we engage in constructive, honest discussions.
- Maintain a focus on student benefit.
- Listen to understand other's ideas, not to contradict them.
- Share our experience and expertise to help create workable solutions.
- Honor time by communicating clearly and working efficiently and effectively.
- Trust and respect that the committee co-chairs will make appropriate choices about how much time to spend on a given topic.

Manner of acting: Meetings are facilitated by the chair or co-chairs of the committee; agreement within the committee to present their plans are by simple majority of those present at a meeting.

Rules of quorum: Quorum is met when a majority of committee members are present at a meeting.

Votes: Any votes in Finance Committee meetings, especially as they pertain to the development of the budget will be non-binding pending the presentation of the final version of the budget at the May 2025 FOSB Membership meeting.

Minutes: In the interest of transparency and to help future FOSB members understand the decisions behind certain votes, we will be taking minutes at all Finance Committee meetings.

Call for (temporary) Finance Committee Secretary: We are looking for someone who is interested in the work of the Treasurers/Finance Committee to take minutes for our budget meetings. It would be a great way to learn about what the Treasurers do without taking an official post!

Budget Meeting Schedule:

- Sunday, January 12, 2025 - Initial discussion of expenses, income & budget layout
- Sunday, February 2, 2025 - Finalize income estimates, review budget proposals
- Sunday, March 9, 2025 - Last call for [budget proposals](#)
- Sunday, April 6, 2025 - Finalize budget
- Sunday, May 4th, 2025 - Final clean up and committee approval of budget before full vote at May FOSB meeting

Budget Proposals:

We are asking every active committee to submit their [proposals](#) (draft budget amount and general plan) for the 2025-26 school year to us as soon as possible. **Proposals received after the committee meeting on March 9th will be tabled until Fall 2025 for further evaluation.**