



Verein der Eltern und Freunde
der John-F.-Kennedy-Schule zu Berlin e.V.
Society of Parents and Friends
of the John F. Kennedy School Berlin e.V.

John-F.-Kennedy-Schule Teltower Damm 87-93 • 14167 Berlin

Verein Board Meeting Minutes
Wednesday, November 17th, 2021
via Zoom Call

Present: Jacqui Bespolka, Buck Chisolm, Lia Rigamonti, John Mask, Vinh Pham-Beinhold, Katrin Drakulic, Shannon Callahan, Belinda Abraham, Alena Strohbehn, Clemens Schmid, David Krupski, Erin Hale, Laura, Melissa Cattarius, Nathalia Hansel, Nancy Vogt.

Excused: Eva El-Alfy (Lia has proxy), Theresa Helou (John has proxy), Kim Douglass (Lia has proxy), Kasia Kedzior (Buck has proxy).

Meeting started: 19:08

1. Approval of Agenda

10 yes
1 abstention

2. Approval of Minutes of the last meeting

10 yes
1 abstention

3. Report from the President - Jacqui Bespolka

a. Thank you David.

Thank David for his years serving the school as both Asst. American principal and most recently as Acting American principal. The Verein enjoyed working with him and appreciated all his support these past years. We would also like to take this opportunity to wish him the very best in his new adventure in China.

b. Welcome Erin Hale!

We look forward to working closely with Erin. Similar to last year, the Verein plans to ask for holiday donations (and not a fundraiser) to help financially support our students and administration. We would love an opportunity to meet to discuss areas of needs, so we can better inform any potential donor what the money will be used for. On that same note, The Verein would also appreciate knowing what and where the schools stands with their hygiene plans.



Verein der Eltern und Freunde
der John-F.-Kennedy-Schule zu Berlin e.V.
Society of Parents and Friends
of the John F. Kennedy School Berlin e.V.

John-F.-Kennedy-Schule Teltower Damm 87-93 • 14167 Berlin

Obviously, we are eager to have the ability to hold events again on campus whenever possible.

Question to Erin on the “cancelled” Dom concert: How can the Verein and our parent community help?

c. Meet and Treat Debriefing.

We received VERY positive feedback from parents and the community. It was a very successful event! A big thank you to the entire team of Board members, our members-at-large Nelly and Lynn, and not forgetting our HS CSA students. From the feedback, the Verein noted how we can organize things differently and improve. Many, if not all, the participating homes say they’d be happy to participate again. Those families that trick-or-treated would like to see this event happen again. Only thing is Halloween next year falls over the Fall break. The Verein will revisit this before the end of the school year. Stay tuned. The costs of the Meet and Treat were actually far less than expected. This is good news for next year.

Communication will be an area of focus for next year.

d. Working Team

We need help to move and consolidate Verein belongings in the basement. There will be a request similar to the funding of the cabinet move in B107b. We’ve approached Jason Lang for that same contact.

We also need to take inventory of Verein belongings.

e. Student Council

Nathalie Hansel – Brainstorming was done about possible events as a school spirit activities. Favorite idea was Mini-Golf. Regarding improvements to the school grounds, consensus was reached that the sports department should request through the Verein replacement blue mats for the Gym.

Clemens Schmid – Suggestion towards provision of providing replacement white board markers for the teachers.



Verein der Eltern und Freunde
der John-F.-Kennedy-Schule zu Berlin e.V.
Society of Parents and Friends
of the John F. Kennedy School Berlin e.V.

John-F.-Kennedy-Schule Teltower Damm 87-93 • 14167 Berlin

4. Report from the Treasurer – Buck Chisolm

a) Cash Flow Report

a) Account balances as of 17 November 2021:

Sparkasse:	€ 79,981.95
PayPal:	€ 3,043.47
Totals:	€ 83,025.42
Total authorized expenses:	€15,273.04
Projected balance after planned outlays:	€67,752.38

b) Report on membership: Currently membership 756. Projected remaining membership fees for 2021-2020: €12,000.00.

c) The remaining families not paid as of 1 November 2021 have been sent a reminder.

b) Income Taxes – School Shop

a) 2019 accepted with €120 refund

b) 2020 being prepared and will be submitted

c) 2021 prepared as a part of our 3-year income tax review

c) Income Taxes – Verein

a) Our income tax return reports/inputs for years 2019 and 2020 are ready.

b) Reports/inputs to TA for 2021 complete to 10/21

c) Goal to submit in January 2022

d) We will probably have to prepare and submit a detailed list of big spend projects in first six-months 2022 as we will probably have a very large retained reserve.

e) Re-approval of our tax-free status a part of this process



Verein der Eltern und Freunde
der John-F.-Kennedy-Schule zu Berlin e.V.
Society of Parents and Friends
of the John F. Kennedy School Berlin e.V.

John-F.-Kennedy-Schule Teltower Damm 87-93 • 14167 Berlin

5. Report from the JFKS School Shop – Melissa Cattarius

- a. Due to movement of goods out of shop to an alternate location for repairs, the shop has been careful not to order replacement goods until they can be assured that the water damage in the shop will be repaired.
- b. The shop has endured challenges with tracking inventory and therefore will be requesting the provision of a laptop through the Verein for that purpose.

6. Requests

- a. From Jason Lang (BERMUN) for purchase of eight T450s notebooks at a cost of not more than €2500.

11 yes
0 no

- b. Request to provision Verein Secretary with notebook computer at a cost of not more than €375.

11 yes
0 no

- c. Motion to fund HS clubs/organizations; HS departments and to grant €200 each to the HS and ES Principal (admim) at a total cost of not more than €3000.

11 yes
0 no

- d. ES Teacher Lounge furnishing request at a cost of not more than €1200.

11 yes
0 no

- e. Movers for Cabinets and Verein inventory at a cost of not more than €500.



Verein der Eltern und Freunde
der John-F.-Kennedy-Schule zu Berlin e.V.
Society of Parents and Friends
of the John F. Kennedy School Berlin e.V.

John-F.-Kennedy-Schule Teltower Damm 87-93 • 14167 Berlin

11 yes

0 no

7. Miscellaneous

- a. As the School Shop had not had time to prepare the request for Christmas Gift funding, this request will be made via email in order to be fulfilled in time (i.e. the next Verein Meeting will be too close to Christmas).

Meeting adjourned: 20:49