

EB Meeting Notes

9th June 2022 10:00 AM / In-Person

ATTENDEES

Pres- Briana Gillette, Sec- Katy Heffernan, Tres- Stephanie Gujrathi, VP Ser- Heather Renc, VP Comm - Shelley Markov, VP Passive Fund-Tara Hanson, VP Arts-Kait Rayball, Lindsay Jacobs (new for next year), VP Comm Events- Monica Millage, VP Active Fun - Jenn Postovit & Tera Willams

MEETING/ACTION ITEMS

1. **Briana** - Next EB Meeting scheduled for 8/11, 9am. Next General Meeting 8/25 at 6pm, happy hour after (Diana to plan). Everyone needs to reach out to their chair roles and send them reimbursement typeform and save dates for events. Reviewed calendar for next year school events she did with Leiper and Millie. All board members need to attend all school events. She is having name badges made for us so we can wear at school events. Boohoo Breakfast, Jenn & Lindsay will coordinate food, \$100 budget passed. Promote before on social media - Alyssa Hall. Lindsay will sign our by-laws for EB. Did membership toolkit demo. Lindsay has contact who can update our website to make user friendly for phones and have calendar feature. We will have RP help teachers on curriculum night register parents for our website/texts. Will ask Leiper about Moby Max for next year, needed? BG will reach out to school vendors regarding meet and greet, I9, Gridiron, Bricks, etc.
2. **Katy** - We will handle curriculum night dinner for teachers & meet/greet lunch for teachers in August. 5th grade party big success, thank you for donation. New family BBQ will be Aug 26 5-7pm, will work with Lauren and Chrystal to coordinate. Jenn is working on next dates with Rebecca to schedule date for kinder play dates.
3. **Stephanie** - Reviewed budget annual budget for school year and goals for upcoming school year. Will look into costco business account for APT so we can use for teacher appreciation and to sell snacks at events (play, talent show). Will have QR codes for spirit wear at meet the teacher event. Increased software budget to \$100, increased teacher lounge redo

budget to \$6500 to include flooring. Add \$2600 line item to operational expense and remove from auction line.

4. **Heather** - Reviewed yearbook for last year. Edukit sales up this year, still open for home delivery sales. Fall pictures scheduled for Sept 15.
5. **Shelley** - We need to work to get people info sooner, BG will work with Leiper. Interested room parents should email us to show interest. We will work with teachers to select to make sure they know commitment. SM will send out emails to teachers now and offer RP help to set up classrooms. Possible RP meeting beginning of year.
6. **Kait/Lindsay** - They will have lunch to review duties and contacts. Reach out to Rebecca about art masterpiece. Motion to approve Lindsay at new VP arts, all yes. Talent show next year?
7. **Tera/Jenn** - Auction and PNO success. Reviewed money brought in and cost from givesmart. Putting together final numbers. Upcoming Kindness Campaign for fall will replace fall giving.
8. **Monica** - Fall carnival/trunk or treat Oct 21 5-8pm. DJ Private confirmed. Each class will do trunk and each grade will do booth. Bring in student council to help. Will sell tickets for \$10/each for bounce houses, booths. Melissa & Nubia will work to secure food trucks, lights, bouncy houses early. Ask Leiper if we can use cafeteria tables. Possible sales of sponsorships for fall carnival.

NEXT EB Meeting 8/11/2022, 9am & General Meeting 8/25/22, 6pm, In Person & Zoom