

## **(2024-03) PTC Board Meeting**

Present: Beth, JP, MT, Paul Alison, Allison, Megan

Meeting start 7:03pm

Meeting minutes review and approval: Motion to approve: Beth, 2nd: JP-Minutes approved

### **Recruitment:**

President, 1st VP, communications cochair, treasurer

Art lit-volunteer, OBOB

Technology/Administrator role (this is a new position)

Zoom info night about board positions

Art Literacy coordinator would like to step down- How does it run, let's talk to David about it...

PTC Positions Board/Non-board positions: Google Form

Proposal of a Tech Admin role:

Google workspace admin...

Would it be a voting member of the board? Would it be a non-board role?

Treasurer/financials access

What is the complexity of tech background? Being comfortable in Google workspace

Can JP write a description of the open role? Then we can distribute to recruit...

Takeaway: MT will pull blurbs/start a master doc about position descriptions. Next week coms to include the ask, follow up at PTC meeting

Will research who recruits for OBOB/Art Lit coordinator in the future

### **Board documentation on positions and events:**

Board folder: Board position documentation, housing in a central place for future events, contact info, update as we go starting now...

Board members to get info down documented for future use.

### **Upcoming events:**

Defy FR- Beth to follow up

Winterhawks- \$750 raised! Option to extend for the last few games, board agrees that we do not take the extension

McMenamins- Flyer next week (Th/Fr)( Are takeout orders included?)

### **Community Celebration**

Update from MT:

Worked with David to send out an email/google form to participants to ask if families want help from PTC

MT will continue to be a liaison from PTC to celebration committee:

Culture and Community staff is running

Does PTC want to provide any refreshment? Popcorn? No for Popcorn

Maybe water jugs?

PTC can have a table? Kindness is our Culture-trifold

5th grade will host a low cost concession stand.

MT will get an update about where the CC committee stands

### **Carnival-Beth**

Portland Party Works reserved:

Dunk tank

Obstacle course

Kona Ice-Wash Co not available for carnival

Do we need to follow the vendors on BSD approved list since it's on school property? As long as insurance is covered, but JP will ask David

Ice cream truck option- Let's get the price estimate

Ruby Jewel- no truck but donation willing

Face Painter- do we want to try something else this year? Maybe a club/volunteers could do facepainting, not as exciting as the profesh

Can we have Westview volunteers again?

**\*\*Move Kona Ice to Field Day- board vote needed-will vote when we get all the information**

Volunteer recruitment: get more specific about jobs for folks to sign up

MT will find out about Jazzy Jars and Cake Walk

### **Teacher Appreciation in May**

Theme: In our Kindness Era

Brunch/Breakfast

Snack

Plants

Trucker hat/Reuseable shopping bag

Recruit point people for each day

After spring break-will have volunteer opportunities listed out

### **Kindergarten Orientation**

Later in May, more info to come

T-shirts ordered soon

### **March PTC Meeting Agenda**

DW is trying to get YSO to possibly come

In person meeting

Presentation: Google slides

### **School Supplies:**

Ask Teachers to validate their lists and get them back to us

Light marketing price comparisons

### **Board Business:**

Tracking as we finish out the school year

4/17 MT proxy requested for Member Meeting

5/15-MT will be here to lead the meeting

If Karen Perez is not available, can we switch meeting day or make a special event? Yes

### **Board ByLaws**

We do not need a major overhaul, but some updates are needed.

Edits that MT recommends will be sent before next board meeting.

### **Comms for the week:**

**Thank you for Winterhawks**

**McMenamins**

**PTC March Meeting- In person**

**School supplies info**

**Lego Club:**Inquiry about registration round 2, registration dates will be released next week for Session 2 of Lego Club

**Meeting close 8:36**