

(2024-05) PTC Board Meeting

Present: MT, Chelsea, Megan, Beth, Alison, JP, Allison P., Paul

Meeting start: 7:34pm

No official meeting last month, business done by text...will have informal notes available soon.

MT:Presidents update:

24/25 Board Candidates-

NEW:

President: Beth Keebler

1st Vice President: Open (thinking about it, not confirmed)

Comms Co Chair- Laurel Arenivar

Treasurer- Whitney Baines

Returning-Past president:MT

2nd Vice President: Chelsea Fisher

Secretary-Megan T

Comms Cochair-Alison Toshima

Vol Coordinator- Allison Pedersen

Chairs/Non-board: Technology admin-

Chairs/Non-Board:OBOB lead-Paul Kim

Rocket Run Lead: in process

Proposed Bylaw Edits-

use email and text to talk about changes to bylaws, will vote on the updates via text/email.

MT will send a doc with proposed changes in further detail.

Current updates will include:

Board recruitment/nomination committee

Duties of Board Directors wording around "all meetings", proposed changes to relay that business can continue if President is not present.

First VP duties: Safety advisor designation

Treasurer-Financial statement provided at "every meeting" this cadence may not be necessary

Financial records check off at the end of year

*Business meetings for Board- General meeting Sept/Annual meeting in Spring *what should the cadence be? Do we reduce the meeting frequency? Thinking about what changes we could make for the general meeting community

Beth contributions:

Meeting frequency suggestions-go to every other month

Past president in charge of recruitment? Do we keep this position?

Safety officer, would that be a volunteer or staff? Or does this mean the Event Lead...board member...

Paul contributions:

Financial reviews/audits- do they occur monthly? Or is it just once a year?

MT clarifies- July 1-June 30 is the term and so the books should be wrapped by the end of the term to hand over to new position.

MT will provide starting verbiage for edits and then open to all members to weigh in about edits.

At the next board meeting, we will review and vote at the next board meeting.

Event Update:

Staff Appreciation

\$360 for staff appreciation for spaghetti factory

Tomorrow: Donut Palace

Aurora coffee house: Wednesday-9am set up vols still needed

Thursday- Swag bags/snack caddies

Friday- Snack attack

Swag bags/multipurpose bags for carnival use too!

Staff appreciation event will probably come in under budget-bc of OSF donation

Also, pizza was provided for teachers during conferences

Carnival Committee:

Met last Thursday-all games retrieved from the attic, most signage is useable from last year, carnival banner is up in the display case, already received donations from community shops for prize wheel, all vendors are secured, some prizes will be given out at games, and prize wheel will be prizes, prizes won't be given out at every game, and then the prize cards will be turned in to get one larger prize. Chelsea/Laurel working with 5th grade class for cake walk and jazzy jars-are 5th grade families providing cakes for cake walk? MT will find out.

Early open for ISC families and sensory kiddos, do we want to have all vendors set up and activities ready?

Discussion about timing and safety-can we get loading trucks in and out/do we need all games open or just have select games available

Maybe this time around, we open the gym games to kiddos at 5pm and operate the jazzy jars and cake walk at that time-

Agreement-open it early to inside games and events and talk to DW about invitations for specific families.

If someone wants to donate pizza, we can distribute it for free...maybe getting pizza for HS vols at the beginning...

Paul- Insurance info-does anyone know what event they added to the insurance? It was the family 5k run. SO we don't need to modify our insurance for carnival event.

Gratuity for face painters

Ice cream truck we can pay day of

School Supplies:

When are orders due?

Kindy orientation fliers directly to Jess for packet distribution/one side about what is the PTC

Comms-Wednesdays Parent square, Thurs-Rocketeer

Lego Club-Session 2:

Buckets needed

Cafeteria is kinda crowded/loud , bc there were not enough teachers... Maybe we can use the library.

MT will check in with Laurel about what she needs for lego distribution

PTC general meeting- Wednesday 5/15

In Person

Corrine guest speaker-YSO

Presidents Update

Elections

Financial Review

School Supply Ordering
Carnival
Field Day

Field Day- June 7

Mr.Bingham/Plunkett will be planning field day and request vols.
We will need volunteers-Westview kids
Face painters
Kona Ice 11-2pm Beth will work with Chanel about load in...
Am/Pm vols
Vols check in to avoid the office

Comms-

Volunteer needs for Staff appreciation
Next week PTC meeting
Staff appreciation
Carnival
School Supply Ordering/keep an eye out

Waiting for money-

Defy is still pending
Winterhawks is pending
Metro Grant-money is coming in
**OSF would like to invite us back for fundraiser
**OSF Reading log for kids meals

Questions:

Affinity Club-what happened with the \$3000 that PTC gave?
Snacks, and facilitators
Paul: Can we do a thank you for the Affinity Club at Westview? Could we have a party? Set aside some \$
about spending...
Who heads up the Affinity Club?
PK will follow up with DW about who to contact.

Meeting adjourned: 8:45pm