

2/8/23 PSO Board Meeting Minutes

Attendees	
Bri Holloway	President
Georgina Westphal	Vice President
Sarah Williamson	Secretary
Suzanne DeStefano	Archway Glendale Headmaster
Brad Raymo	Treasurer
Maria Armijo	Foundational Events
Synthia Jans	Foundational Events
Stephanie White	Social Committee
Victoria Winn	Volunteer & Restaurant Coordinator
Dustin Jans	Dads' Club
Sherri Belanger	Social Committee
Michelle O'Connor	Social Committee
Chris Lucius	Social Media & Passive Revenue
Shawna Zetah	School Support
Rosario Som	Uniform Exchange
Roxy Shearer	Guest
Shae Rothermel	Guest

Meeting called to order by Bri Holloway, President at 7:02 PM

New prospective members are participating in this meeting (Shay and Roxy) in order to get a better idea of how these meetings go. They may be interested in Social Committee. They introduce themselves, and Bri gives an overview of how meetings work. All members go around and introduce ourselves one at a time.

Meeting Agenda

Uniform Exchange

- Bri and Rosario have been discussing adding costumes for grade level events and Read-a-Thon to the uniform exchange. We will need to get the word out to

parents that they can get costumes there, which will make better use of all the costumes people buy and only use once. They are working on getting a list of grade level events from teachers so that we can get things organized by event time and make it easy for parents.

- Per Rosario, this will be trialed at the event in March (scheduled for March 4), where we are also trialing people coming without “slots” and seeing how many people come that way. She is looking forward to seeing how this turns out.
- Mrs. DeStefano is pretty sure that the grade-level events are mostly set and remain the same year-to-year, but she will check in with all the teachers.
- Bri asks if we have the appropriate storage capabilities for adding costumes, long-term. Rosie is unsure, but she wants to see how it will turn out anyways.
- Two new people are taking over Uniform Exchange from Rosario next year: Valerie Manzel (sp?) and Brigitte.
- Georgina raises a question - a lot of K-2 girls wear the jumpers, and there are different prices for non-Anton ones (\$10 at Amazon vs \$28 for Anton). Do we have the prices come down for everything, or separate them out and have different prices for each? It’s suggested that the Anton ones should be priced higher, while the Amazon ones could be maybe \$5. Rosie suggests a separate table for the Amazon jumpers. There are already “miscellaneous” table for belts, etc. so it’s not a stretch to add this extra table for the Amazon jumpers.

Spring Festival

- Date for the Spring Festival will be April 28th. Maria is here to give an update. Per Maria, Pastor Bill’s contract for any inflatables we order should be coming soon.
- This weekend, Synthia and Maria will go over an itemized list of everything that needs to happen. Going forward, Maria wants to make sure that everything is committee-based, as she will not be as available for this going forward, and everything needs to have assigned roles.
- Bri asks what takes the most planning, overall. According to Maria, probably volunteer coordination. The amount of bounce houses we can have, for example, is directly correlated with how many volunteers we have. Organizing them all is a big undertaking.
 - Victoria is already starting a volunteer list for this, and she just needs to know how many Maria is needing. It can be more difficult to get volunteers for this event, as there’s no hanging out with your student - this is a job where you need to “work.”
- Mrs. DeStefano inquires about the plans for bounce houses this year, as she was under the impression that they were not being done this year in order to keep costs down.

- Maria indicates that conversation didn't happen, though Bri says that there *was* a conversation about keeping lines down.
- Some discussion with Mrs. DeStefano about how many families last year raised concerns about sticker shock. Especially for families with more than one child, it could be very expensive (sometimes \$100+) to do activities and have a meal.
- Bri asks for a list from Pastor Bill of what else that he has available, and then we can brainstorm some other, non-inflatable activities. A separate meeting be held for this brainstorming, per Mrs. DeStefano.
- Maria will still plan on coordinating with Pastor Bill for some inflatables, since that needs to be set up and in stone. However, that is all up to Synthia, since she is taking point here. Bri asks if Synthia can suggest some dates in the chat that might work for a brainstorming meeting, since she has a busy schedule.

Mother-Son Event

- April 15th is the date for this event.
- Georgina has talked to the front office, and apparently there is a form that needs to be filled out for the event (On Campus Event form), which asks for some details that we need to work out, like event start time. She wants to know if the details here on the form will go on to be set in stone (like if chairs are needed, etc.).
- Per Mrs. DeStefano, the form really needs to be filled out to save the date, and if TBDs are needed for some areas, that is fine.
- Much discussion about what the activity of the event is actually going to be, as Georgina is not sure yet.
 - An obstacle course sounded fun, and Georgina was thinking about seeing what Pastor Bill has available.
 - Mrs. DeStefano suggests something like renting a bowling alley and doing something not even on school property? It's indoors, you don't have to worry about weather, etc. Georgina will investigate this. KTR is also cool, and the parents can play with the kids, too.
 - As this is a community-building event, rather than fundraising, there is some discussion of ticket price (profit is not a motivator).
 - Should we hold off reserving the field, given there are some other possibilities? Consensus is no, still reserve it just in case you need it. Georgina will do this.

Restaurant Night

- Culver's is the next Restaurant Night, coming up on February 15th.

- Culver's is scheduled from 5-9 PM, and unfortunately can't do lunch because they don't have the staff.
- The next Restaurant Night will be Kawaii Asian Cuisine on March 8th, from 12-8:30 PM. They are very receptive to the idea and are donating 20%, which is great. Chris should definitely mention that lunch is an option on social media. They are a smaller restaurant, so maybe encourage takeout as well.
- Victoria is trying to reach out to other small businesses and try to get lunch options in the future.

Open Floor

- Brad has some finance questions:
 - \$130 charge on the PSO credit card for Dropbox - what is this for? Question answered; it is the annual subscription to Dropbox. Brad requests that the responsible party please get that receipt to him.
 - There is also a Jan. 19th charge at Walmart that is unaccounted for - was that for the Daddy-Daughter Dance? Dustin says that the receipt for this (approximately \$54, for Daddy-Daughter Dance decorations) should be in the cash box.
- Maria has a question re: the PEX account. When Synthia tries to log into the PEX account, she gets asked for a code that she needs to continue the log in, but she doesn't know who that code is going to. Apparently, it's going to Brad. Synthia will reach out to Brad to get that code so that she can upload Fun Run-related receipts.
- Victoria wants to know if there is a need for Spring Festival volunteers. Yes, definitely - Joy Hanks is the administrative liaison and would know how many volunteers are needed, so Victoria should reach out to her.
- Mrs. DeStefano has an announcement - there are some new bylaws that came out last week regarding PSOs and fundraising, emphasizing that the PSO is supposed to be focused on community building, fun, etc. and not fundraising (that what the Community Investment fund is supposed to be for).
 - The main effect of this is that the PSO would not be soliciting money during Fun Run, Read-a-Thon, or similar events anymore. It's a change in philosophy, and the PSO has historically been very good at fundraising, but Mrs. DeStefano thinks it's a broadly good change. There is evidence that aggressive PSO fundraising affects Community Investment contributions.
 - Brad asks how this will work, if most of our money comes from events? According to Mrs. DeStefano, we can still charge money to cover costs, of course, but the goal is not to make profit.

- Stephanie asks if some of these events which have historically been organized to fundraise, like Read-a-Thon and Fun Run, will still happen. Mrs. DeStefano says that we will still have them, but the goal will just be community-building instead of fundraising.
- Some discussion about the things we have generally been fundraising for in the donation made to the school at year-end, like playground repairs, etc. Will those projects still happen? Per Mrs. DeStefano, the goal is that the Community Investment fund is healthy, and then that money can go towards whatever projects the school needs the most. Currently, Community Investment is way down, largely because of the economy.
- Bri asks how this will affect Teacher Appreciation Week contributions. We will have to do a lot of restructuring the budget for stuff like grade level celebrations, etc. We will have a separate meeting about that too in the future.
- Mrs. DeStefano is very grateful on behalf of the school for the PSO and all the people who built these events. She hopes it will be a relief to be able to not focus on fundraising and just focus on having fun.
- Rosie wants to recognize Kim Fleming for all of the community-building she did in building up Uniform Exchange. She can see the impact it has on the community of students. She wants to share with the rest of us how the kids are impacted by this event.

Meeting adjourned at 8:02 PM.