

September 12, 2019

Attendees:

Kim Jakway
Seema Anwar
Tara Lafferty
Barry Madore
Sandy Martinek
Reema Anwar
Sue Knapp
Yuki Miyokawa
Russ Purdy

Meeting started at 8am

Agenda

2018-2019 Finance Reconciliation (outstanding items)
2019-2020 Budget

Budget

Last years budget was handed out. Board went through and discussed any changes needed in the numbers for this year. We are starting the year with around \$40,000. Of that, \$26,625 is from dues. The new budget will be reviewed and voted on at next month's board meeting.

A motion was introduced to change the reimbursement form used for the parent association. A deadline of 30 days after the event takes place will be required. Every reimbursement request will need to have the new form and copies of the receipts or the original receipts included. Seema will work on getting this done. Motion was seconded and passed.

A motion was introduced to allot \$3000.00 for Culture Day. This is a new event so we will look at the numbers and set future budgets on how the event went this year. Motion for this amount was seconded and passed.

Discussions and Updates

We are all set for the upcoming neighborhood coffees. There will be a representative at each location.

The PA meet and greet coffee was very well attended. A number of new families are getting involved. We talked about how to reach out more to new Upper School parents as they seem to have a harder time feeling connected and involved in the school.

Kim has set up a Google calendar for future events for the PA. Board members can sync their calendars with this.

Kim has set up google docs. Each board position will have a folder where we can attach and post anything needed for future board members.

Future Discussions

We would like to move away from disposable items when hosting events. We should look into using SAGE dishware as much as possible to help with costs.

Are there new PA positions and roles needed to help facilitate the tasks and events the PA and grade representatives hold each year?

Meeting adjourned at 12:40