

## 2018-2019 BASIS Ahwatukee Boosters Board Meeting Minutes



Date: April 4, 2019

Location: Modern Market

Time: 7:00 PM - 9:00 PM

Attendees: Sonn, Cindy, Phaedra, and Maribeth

Time	Item	Name
	<p>*Treasurer Update: The Boosters' Board made a \$5k (plus \$260 credit card fee) donation to the ATF campaign on 4/2/2019 during the Week of Giving. Board decided that future donations to the ATF will be in the form of a check to avoid credit card fees. The donation during the Week of Giving was given by credit card per the school's request to meet the AZ Gives deadline. Board voted and approved to give an additional \$15K this school year towards the ATF. The brings the total Boosters' donation to the ATF in 2018-2019 to \$20k.</p> <p>The Boosters' Board will continue to work with school administration in regard to additional staff/school needs for this current and upcoming school. (Ideas were shared during the Board/School administration meeting: lobby furniture, staff polo shirts, staff gift cards to Staples, and staff computer bags).</p>	Sonn, Treasurer
	<p>*Lunch Update - Reminder was sent out to families to notify them that the last day to use their punch card to purchase snacks from the snack cart and the last day of lunches this school year is May 10th.</p> <p>Fun Treats: Andy's Frozen Custard will be sold for \$3 on Wednesday, April 10th. Large bags of toppings were also</p>	Cindy, VP Fundraising

	<p>purchased and be available with the custard. Cindy is promoting it with posters around school and the sandwich board. Phaedra will promote the Frozen Custard event on Instagram, Facebook, and ParentSquare. Extra ice chest is needed to keep the custard frozen. A joint Box Top/Fun Treat event will occur Friday, May 3rd to sell any remaining stock on hand of Andy's Frozen Custard for \$3, hot pretzels for \$1, and popcorn (if students do not bring box tops and want to purchase the popcorn for \$1).</p> <p>Volunteer Appreciation Lunch: Cindy has reserved a space to host the volunteer appreciation lunch at Mountain View Church in Ahwatukee. The date will be set for either Monday, May 13th or Wednesday, May 15th. Cindy is checking on vendors for a light lunch to be served (Keegan's and Taste of Asia were suggested).</p> <p>Teacher Appreciation Week: (April 29th- May 3rd)  Ideas discussed:</p> <ul style="list-style-type: none"> <li>* Personalized notepads/pens (Cindy looking into costs)</li> <li>* Harkins cups (\$6.50 a piece/Maribeth checking on details with Harkins)</li> <li>* Discussed an Indian cuisine meal made by a Booster parent who has a catering license (Maribeth will contact)</li> <li>* Mustang T-shirts and decorated candy bars for teachers/staff (Maribeth emailed Ms. Jordison about sizes)</li> <li>* Pam is in touch with leadership and Ms. Jordison at school and coordinating a date/time with Traveling Cup /Coffee Truck. Traveling Cup is only available in the afternoon the week of Teacher Appreciation Week. Board decided the timing of an afternoon coffee would be desired if a morning coffee vendor is unavailable.</li> </ul> <p>Sonn suggested pricing large subs to offer one day. Cindy is going to contact Orfe Kelly and Molly Donnelly who have decorated the teacher's lounge for Teacher Appreciation Week in the past to see if they will help this year.</p>	
	<p>*Bylaw Amendment Suggestions: Most of the changes to the Bylaws concern formatting from converting the .pdf file to Word so that we can edit the document.</p>	<p>Phaedra, VP Communications</p>

Specific changes, Phaedra recommended to change some of the Board positions and responsibilities. She suggested eliminating the membership/volunteer coordinator position and give those responsibilities to the Executive Vice President to build Boosters membership and volunteers. The Executive Vice President would have more specific responsibilities and would also remain as the liaison between committees.

Proposal to change the language from VP Fundraising and Efforts. Remove the word "efforts" and focus on fundraising and fun treats. Opportunity to plan and promote future events for the school. School schedule of fundraising events should be planned on the school calendar by the beginning of the school year. All duties regarding the lunch program are shifted to a new board position: VP of the Lunch Program.

Create a new board position to be VP of the Lunch Program instead of having a lunch committee. Communication between the Treasurer and VP of Lunches is critical because Treasurer views thru Stripe membership payments and notifies the VP of Lunches the families who receive the lunch discount as active members. VP of Lunches also coordinates directly with restaurant vendors and lunch volunteers. Alternatively, the Executive Vice President could coordinate the lunch volunteers and the VP of the Lunch Program could focus on the coordinating the restaurant vendors and the online ordering system (currently Boonli).

An additional proposal is to eliminate the clause that is a conflict of interest to have a school employee to be a Board member. One specific situation in which there would be a conflict of interest is in regard to the details of the Holiday Teacher Fund with a Board member who is also a school paid employee.

Phaedra researched Bylaws from other BASIS Boosters' organizations and BASIS Ahwatukee has some different Bylaws than those at other BASIS schools. Changes to the Bylaws will be discussed and voted on at the May General Boosters Meeting on May 6th, 2019.

	<p>Phaedra also passed around a sheet with the responsibilities to each Board position requesting to know the time commitment each board position requires. This information was requested by a Boosters member at the General Boosters Meeting on March 26, 2019. The Board Member responsibilities and estimated time commitment will be updated and shared with prospective board members.</p> <p>*Box Top Update: Box Tops is moving to a digital program beginning in June 2019. Box Tops will be submitted to the school using the Box Tops App to scan and upload receipts. Right now, the "No More Clipping: Scan Your Receipt" logo is on the Blueberry Cheerios cereal box. Box Tops will honor all physical "clipped" Box Tops until they reach their expiration date.</p> <p>Phaedra has been asked by the school to present Boosters to new families during the New Family Night on Thursday, April 25th. Maribeth will be present and record minutes.</p>	
	<p>March and April Minutes will need to approved at the May Board Meeting.</p> <p>Spoke to Kellie, contact at Barnes and Noble in regard to doing a summer fundraiser instead of one in May. Event follow up notes will be given to the Board.</p>	Maribeth, Secretary
	<p><b>Upcoming Boosters' Events</b>  Fun treats: April 10th  Teacher Appreciation Week: April 29- May 3rd  May Board Meeting: May 2nd  Box Top: May 3rd  May General Board Meeting/Election: May 6th 5:30p-6:30p in the MPR (date &amp; time confirmed w/HOS)  Last Lunch Date: May 10th  Tentative Date for 8th Grade Party: May 18th  Transition Meeting with new Board: ?  Tentative Date for Barnes &amp; Noble Event: ?</p>	General Discussion

Meeting adjourned at 9:00PM