

BASIS Ahwatukee Executive Board Meeting

August 7, 2023

Location: Orfe Kelly's home. 3444 E Sequoia Trail, Phoenix, AZ 85044

Attendees: Orfe Kelly, Chris Kamin (remote), Ally Hitzeman, Prameela Rajeesh and Anne Sepic



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- July meeting minutes reviewed and approved as distributed.
 - Budget update – Ally Hitzeman
 - The fiscal year began July 1st.
 - Rebecca is still closing out the books from last year before handing them over to Ally.
 - Expenses:
 - Came in under budget on meet and greet and BAM Bash.
 - Quick books double-billed us, but that will be corrected.
 - Purchased recess equipment.
 - Income:
 - 80 paid memberships.
 - Employer marching fund
 - Fry's rewards
 - Bank account access:
 - Prameela has been given access.s
 - Rebecca and Anne still have access but will be removed in the future.
 - Ally will be given access.
 - Procedural note: when handling cash transactions, be sure to have two people count the money. This has not been an issue; it is just a reminder.
 - Meet & Greet recap – Orfe Kelly
 - About 50 families came to the Meet & Greet at Barros
 - Observed good interaction among the new families.
 - Back-to-school event recap – Orfe Kelly
 - There was a lot of interest in Boosters, memberships, and parents' sign-up for volunteering. Having food samples was effective at generating interest.
 - Every board member participated, and taking shifts was helpful.
 - Panda team was very helpful, even for the samples from other restaurants.
 - Lunch Update – Prameela Rajeesh and Nancy Diaz Garcia
 - Lunch orders are still a bit low, but this is not unusual for the first week.
 - Prameela will e-mail the school to ask a reminder to be sent.
 - Volunteers - have about 8 people committed. Day/time missing coverage are Monday and Wednesday morning. Would like to have about 5 more volunteers.
 - Prameela will Tacos Calafia about making payment via Zelle instead of a check.

- Fun Treats update – Anne Sepic for Sowrabha
 - Anne will cover fun treats for Sowrabha for August and September
 - Have not yet had a response from Andy's. Will follow up with a phone call.
 - If Andy's is not able to support, will need additional help to find an alternative.

- Teacher Appreciation update – Celina Ly
 - Provided a pizza party for the teachers on July 26th. Pizza was purchased from Barros.

- Membership update – Orfe Kelly
 - 80 paid members to date.

- Request to increase the budget to “Bam Bucks” from \$400 to \$500
 - The program is expanding to High School students, so school requested some additional funding to cover the additional students.
 - Additional funding was unanimously approved.

- Request from Mr. Crosby to cover fish & frog aquarium supplies.
 - Honors and AP Biology students are involved in setting it up, and the 7th and 8th grade students will observe.
 - The school requested a total of \$175 for the supplies needed for the aquarium.* See note below.
 - Funding was unanimously approved.

- New business
 - The message board used to advertise Booster events is damaged and could be used as a replacement. The letters don't stay in place anymore on some of the rows.
 - Orfe will send dimensions to Chris.
 - Chris will look into the option for printing signs.
 - Orfe will look into a replacement part for the message board.
 - Would like to consider installing a permanent sign.
 - Orfe and Chris will look into whether it is possible / accepted by BASIS.ed.
 - Chris will look into the potential costs.

- Future meetings: Sept 11, Oct 16, Nov 6, Dec 4, Jan 8, Feb 5, March 4, April 5, May 6.

Note: Mr. Crosby requested \$175 to expand and maintain the fish tank that already exists in his classroom. In addition, he asked for \$300 to build a bioactive terrarium with dart frogs or leopard gecko. These requests were further clarified via email to the board and a vote via email was requested. Both requests were approved by the Board.