

BASIS Ahwatukee Executive Board Meeting

August 12, 2024

Location: Prameela Rajeesh's home



Attendees: Prameela Rajeesh, Chris Kamin, Anne Sepic, Sowrabha Chandrashekar, Celina Ly, Mariott Hileman, Monika Chow

Lunch plans:

- Vendors:
 - Mariott will be handling vendor and parent communication.
 - Vendors are on-board. Need to review expectations for delivery and labeling with Panda and the new vendor.
- Volunteers:
 - Chris will help with organizing volunteers until another co-lunch-VP can be found.
 - Prameela will give lists of volunteers to Chris
 - Goal to have 2 people there at all times.
 - Prameela will provide training for the volunteers during the first week
 - Need to review and update the instructions for volunteers.
- Receipts - Need to be clear to volunteers on what do to with the receipts.
- Anne to set up Mariott and Chris on Boonli

Membership:

- Membership up to 87 members, so we are on pace for similar membership levels as last year.

Budget

- Expenses:
 - Offline approval for playground equipment for \$717.38
- Income:
 - Collected about \$80 more in donations than what was spent at meet and greet.

Requests from the school:

- Raise budget for Mustang Market / BAM bucks to \$1000. Change was passed unanimously.
- Fund for classroom pets, though don't know what or how much is requested - will get more details in order to discuss.
- Ask the school if they need funding to provide free tampons and pads for students.

Calendar:

- Celina will send recommended restaurant night dates to Prameela.
- Prameela will send out the Booster calendar.

Upcoming events:

- Restaurant night - Wednesday, August 14th.
- Coffee talk - Thursday, August 15th, noon.

- Fun treats - Aug 21st.
- Teacher appreciation - August 28th.
- Fun treats - September 4th.
- Mustang Stampede, Friday, September 13th.

Other topics:

- The booster closet needs to be cleaned up
 - Check on utensils
 - Need to buy chips for lunch
- Email: Still need to transfer the lunch and treasurer gmail accounts
- Need to get Monica access to Quickbooks - Prameela will help facilitate this.

Next meeting:

- 7pm, Monday, September 9th.
- Agenda:
 - Approval of prior meeting minutes - Anne
 - Mustang Stampede plans - Prameela
 - Membership update - Prameela
 - Lunch update: vendors, volunteers, issues - Mariott
 - Budget update: income & expenses - Monica
 - Annual financial audit - Prameela
 - Restaurant night update - Celina
 - Fun treats update - Sowrabha
 - Communications update – Sowrabha
 - School support requests – Mrs. Quillan