

BESF MINUTES

Bergeson Elementary School Foundation Minutes

August 7, 2016

The meeting was called to order by Tammy Studt at 4:00 PM

Members present:

Miranda La Barge, *President*

Nicole Queen, *Vice President*

Heiu Arpawong, *Co-Treasurer*

Tammy Studt, *Parliamentarian*

Samantha Baron, *Co-Secretary*

Anna Stehrenberger, *Co-Secretary*

Stephanie Norman, *Former Treasurer*

Members absent:

Deana Totaro, *Co-Treasurer*

Approval of Minutes

Motion made by Tammy Studt to approve the minutes from the May 31st, 2016, meeting. Second by Samantha Baron. Approved.

Financials

- Stephanie Norman is getting Heiu Arpawong our new co-treasurer up to date on the financials. No specific budget items were discussed at this time.
- Motion from Stephanie Norman to switch the signatories to add Deana Totaro and Heiu Arpawong. We will keep Tammy Studt, but switch her title to Parliamentarian and add Nicole Queen and Miranda La Barge as additional signatories. *Copy of the minutes will be submitted so that the signatories can be added with a smooth transition by the next meeting. The secretary and president will sign the minutes and the approved minutes will be switched at First Bank.*

Principal's Report

- Principal Hauser was not in attendance and therefore did not give a report.

New Business

- President vacancy issue was presented and discussion. Miranda La Barge volunteered to step in as president. She conducted the remainder of the meeting.
- Motion from Tammy Studt to move Miranda La Barge in as BESF President. Second: Samantha Baron. Approved.
- Chair for Silent Auction is needed with hopes of having a committee so that the President and the Board is not left to host and run the entire event. BESF should only be helping to get donations for the Silent Auction so the board will work on reaching out to get more parents active and involved.
- Discussion regarding the need of Reading Teacher Aides and paying for them since there is a new reading program. Follow-up with Mr. Hauser to continue that discussion.
- Room Mom Liaison Program. Follow-up next meeting to review this item.
- *Welcome Packet*- Miranda La Barge created a revamp of the Join 180 Club flyer. It showed an updated look and edited verbiage to reflect a more streamlined and updated brand. There was discussion regarding skipping the Welcome Packet and sending out our own packet of BESF information in a few weeks after school starts. The committee agreed to withdraw from the Welcome Packet that is sent out in conjunction with the PTA. We will send out our own a few weeks into the school year for new sign ups and recruits. Signups needed for: Footprint Friday, Silent Auction, Parent & Me Dance, etc. Suggestion was brought up to have a Parking Lot pass out one day to get to know more people.
- *Membership*- Numbers for those who actually join 180 are about 20% and it's not exclusively K-3. It is mostly in the beginning of the school year. Miranda La Barge suggested hosting a raffle for signups. Raffle for our Fall Join 180 Club initiate will be from September to October 28th, 2016. We will use an Electronic Raffle such as Rafflecopter for entries. Miranda will look into the district for color copying for the printing of our Join 180 Club flyer and we will be dropping all of our information from the Welcome Packet and will distribute our own Join 180 Club information the first week of September. We will also motify the image of ways to donate by offering additional thresholds, which will be assigned a specific number of raffle tickets entries, for example: \$45 and \$90. Thereby not exclusively limiting donations to \$180 or \$0.
- *Welcome Back Breakfast*- PTA & MIP offered a table for us to be present at the Welcome Back Breakfast. An email was sent regarding this stating

that there would be 3 tables for the PTA, 1 table for MIP and 1 table for BESF. It is the same time as kindergarten orientation, which eliminates the possibility of attendance for many of the board members. Board decided to withdraw from the breakfast and focus our promotion on our own join 180 Raffle event.

- *Welcome Social-* Tammy Studt stated that traditionally the K-3 Welcome Social was a Give Back, but that was when Foundation had some more funds. Last year it was just a push by the time we paid for everything compared to what was brought in. The board had suggested partnering with the PTA because the PTA has to do 3 givebacks and so it was going to be a mutual help as they have insurance coverage. BESF made more money passing the box around at the music program that they did at the Welcome Social. The board decided to cancel the K-3 Welcome Social and focus attention on fewer events and put a stronger emphasis on those.
- *Footprint Friday-* Vacancy was noted in regards to someone who can head footprint Friday. Principal Hauser recruit at school during the Thursday assembly, possibly have a sign up sheet then. Plan B if no one volunteers will be that we do it ourselves. Ms. Boys has been interested in having some students help.
- *Bark-* Submissions for the Bark are due on Wednesday at noon. Secretary Anna Stehrenberger will be responsible for typing up the Bark verbiage and submitting it weekly. Reminders were made to make sure that our dates match the Master Calendar and that those things should be confirmed with Debbie in the office. Anna Stehrenberger will email Mr. Hauser about the look and the rebranding of BESF.
- *Back to School Night-* BESF will pair their Chick-fil-a dineout with Back to School Night which is on the 8th of September. Miranda will touch base with Jen (she is our contact for Chick-fil-a).
- *Volunteer List:* Board members will help recruit committee members for the following events: Parent and Me Dance, Teacher Raffles, Footprint Friday, Silent Auction, Christmas Tree Fundraiser & Scrip if needed.
- *Meetings-* It has been agreed that two meetings per year will be held in the evening for Mr. Hauser and Mrs. Boys to attend. Nicole Queen will email Mrs. Boys to see if she can come to one evening meeting in the Fall. Nicole will also update Mrs. Boys after each meeting with the minutes and return and report any additional information Mrs. Boys would like to discuss before the board. An off site meeting was scheduled for November 3rd at 6 PM.

- *MISC*- The following items were also mentioned, but not decided upon:
License plate frames
Photography with Jack Randall
Martial Arts fundraiser

Additional- As a side note it was mentioned that it states in our bylaws to be a voting member of the board, those on the board need to be contributing members for the school year in which they serving. Also it was mentioned that the Parliamentarian does not have voting privileges.

Committee Reports

- Committee's are to be formed and then invited to present at future meetings if necessary: Silent Auction Committee, Parent and Me Dance Committee. Other volunteers needed for Christmas Tree Delivery and Footprint Friday.

Next Meeting

September 3rd, 2016 8:00AM

Motion to adjourn was made at 5:34 PM by Miranda La Barge. Second by Anna Stehrenberger. Approved.