



Lake Braddock Secondary
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Minutes
Executive Board MEETING
August 12, 2025
Zoom

The meeting was called to order at 7:03 pm.

In Attendance: Lydia DiCola, President; Dwight Hampton, First VP; Connie Fontenot Coffee, Second VP; Sara Sousa, Third VP; Oksana Yoon, Treasurer; Liz Quispe Neuenschwander; Vicki Clewell, Membership Chair; Eileen Patterson, Communications; Roman Vad, Webmaster; Annika Sypher, Teacher Rep

Absent: Elizabeth Carroll, Secretary; Aubrey Maher, Reflections Chair; Betsy DeSouza-Wyatt, Teacher Rep; Alejandra Pena-Ulloa, LBSS Family Liasson; Hannah Cahalan, Student Rep; Aubree Burnside, Student Rep; Sophia Coffee, Student Rep; Bernice Sudarth, ANGP; Lindsey Kearns, Principal

President's Report: Lydia called the meeting to order. The minutes from the last meeting were presented for approval. Dwight motioned to approve the minutes and Oksana seconded the motion. The minutes were approved without dissent. She confirmed that the blacktop was reserved for the Community Marketplace on 9/20 and the rain date of 10/4 and that custodial services were not requested. Lydia and relayed General Membership meeting dates and topics as discussed with Ms. Kearns, and that it would be helpful to advertise these in advance.

Treasurer's Report: Oksana reported that there was still one outstanding check for V. Tech and one from the alpacas at the 2024 carnival..

2nd VP Report: Connie reported that 5 new memberships were purchased in July and 12 new memberships the first week in August. Roman has been brought mostly up to speed and they have planned transition meetings. For the time being, they will share the admin@lbsspts.org email address.

Additional Discussions:

JumpStart table was successful with many cards being passed out. The Athletic Boosters voted to approve a donation of one (1) Family Athletic Booster pass for the PTSA to raffle off at the various back-to-school events. Raffle tickets will be sold at Bruin Blast and both BTSNs, with the winner being drawn on Sept. 4th. We talked about gathering photos of PTSA contributions to the school and sharing them at in-person events as well as on our website. It was also suggested to thank donors in the school's weekly newsletter. Additionally, we will request PTSA signage for any future items/services we purchase (such as the alpacas, teacher breakfasts, etc.). Volunteers were requested to work tables at the HS BTSN. We discussed utilizing the student marketing class to create flyers for and help advertise the Community Marketplace and Auction. Annika volunteered to reach out to the teacher.

The ability to take payments via Venmo was discussed. Currently, the PTSA uses the website, PayPal, and the GoDaddy app. A concern was how much Venmo charges non-profit organizations. Liz volunteered to

put together a brief report on various payment options.

Also discussed was the continuation of mini-grants and possibly fundraising for larger school projects. Lydia relayed that Ms. Kearns had suggested improving the back classroom in the library or refreshing the teacher workrooms. It was decided to continue offering the mini-grants this year, with further discussion needed to determine a large project goal. With the mini-grants position vacant, Annika volunteered to take the lead on mini-grants.

General Action Items:

Auction: Keep working on the spreadsheet and gathering donations for the auction (Nov. 5-10)

Important Dates:

General Membership Meetings: 9/22, 11/10, 1/26, 3/16, 5/20

Next BOD meeting (in person): Sept. 8 at 7:00pm in Rm. L-167

Meeting Adjourned at 8:28 pm

Submitted by:

Lydia DiCola, President