



**Shahala PTO
Meeting Notes
April 13th, 2020**

Attendees: Melissa Webb, Cynthia Yurosko, Misty Wick, Cara Wood, Peachi Bauman, Marisa Salsig, Sharma Johnson, Raina Fellows, Traci Tai, Donna Hill, Gregg Brown, Kelly Griffin

*****THIS MEETING TOOK PLACE VIA ZOOM DUE TO THE STAY AT HOME ORDER*****

Approval of Minutes

- The minutes from the March meeting were submitted for approval. Cara motioned to approve the minutes and Misty seconded that motion. All approved, motion passed.

President's Report

- Here are the nominations for the 2020-2021 school year:
 - President – Melissa Webb
 - VP – **OPEN**
 - Secretary – Kelly Griffin
 - Treasurer – Peachi Bauman
 - Volunteer Coordinator – Raina Fellows
 - Grants – Cara Wood & Misty Wick
 - Auction – Raina Fellows (would like a co-chair)
 - Fundraising - **OPEN**
 - Concessions – Jen Pedrazas
 - Staff Appreciation – Marisa Salsig
 - Box Tops – **OPEN**
 - Community Relations – Donna Hill
 - Spirit Wear – Kelly Griffin
 - Book Fair – Kelly Griffin & Melissa Webb

Treasurer's Report

- As of 4/13/2020 the bank balance is \$14,670.67.
- Notable items since last meeting:
 - Not a lot has been happening since last meeting.
 - \$64 check received from Tropical Snow.
 - There were changes in Staff Appreciation, 10 & Done, and Admin/Office Expenses (Quickbooks needed to be renewed).

Principal's Report

- Gregg didn't have a specific report, but fielded questions from the board. His main message was that information is dynamic so it is hard to offer a lot of specifics. He did say that administration was working together to figure out how to get chrome books turned in, yearbooks distributed, instruments returned, and have students retrieve personal items that may have been left in lockers.

Committee Updates

- **Grants** – Spring grants have been cancelled and will be redone in the fall. Cara and Misty will hold onto current applications and discuss in the fall if they will need to be resubmitted. We will also need to discuss how to redistribute the budget next year to accommodate these needs.
- **Volunteers** – Raina sent a thank you email to all volunteers expressing the board's appreciation.
- **Book Fair** – Paul would like to have a spring online book fair. He is working with Scholastic to see if this is something we can do.
- **Staff Appreciation** – Marisa has been looking into ways to do Staff Appreciation in a virtual manner but that is proving to be extremely challenging. It was suggested that we wait until the staff is all back together and make it a big celebration. There was also a suggestion that students could do some sort of video, but again, that proves very challenging.
- **Auction** – The auction will be postponed until next year. There has been a lot of discussion about what that will look like. Some suggestions have been an online auction, or do a small auction in the fall and a big one in the spring. Cara commented that two auctions in one year is a lot of work. This will require more discussion and decision. In the meantime, Raina is contacting businesses to see if they will either extend their expiration dates or honor the donation they already have given. She will also get a list to Melissa with the items that will expire and won't save until spring.
- **Community Relations** – Sharma asked if she should post the auction postponement to Facebook. That is a yes.
- **Spirit Wear** – The spring spirit wear order was cancelled. Kelly contacted all of the people who placed orders and either returned their money, shredded their checks, or has agreed to hang onto the money until school resumes.

The next meeting is Monday, May 11th at 6:00pm via Zoom

Respectfully submitted, Kelly Griffin – Secretary