Co-Presidents Peter Vu and Ben Higgins, [president@bhspta.org](mailto:president@bhspta.org)VPs Membership/Activities, Kelly Clem, Priscilla Powers [membership@bhspta.org](about:blank)

VP Fundraising,Meghan Vu [fundraising@bhspta.org](mailto:fundraising@bhspta.org)Secretary,Lindsey Oram [secretary@bhspta.org](about:blank)

Treasurer, Rachel Higgins [treasurer@bhspta.org](mailto:treasurer@bhspta.org)VP Communications, Whitney and Patrick Holms[communications@bhspta.org](about:blank)

**PTA Board Meeting Agenda**

**Wednesday, October 6th, 2021 4pm via zoom**.

All board members in attendance.

Peter calls this meeting to order at 4:10pm.

1. Secretary’s Report :
   1. Any corrections for September minutes?
   2. Spirit wear update
      1. Blanket with option to note names for memorabilia
      2. more advertising before the 15th, facebook, nextdoor, flyers in kids backpacks, sign posted during pick up
2. Presidents’ Report : Nothing to report
3. Fundraising Report:
   1. Mask sales. Taking the bulk discount away for now and plan to bring back during christmas. Update remaining numbers on slack.
   2. Read-a-thon thanksgiving break. Getting started on promotion in the nov member meeting.
   3. Ben is working with Troy on getting a program for him to print stickers. Troy offered to make vinyl stickers for us to sell as a fundraiser.. Place stickers at the merc and marina along with the masks. Pricilla has pop sockets leftover too to sale.
4. Treasurer’s Report:
   1. Monthly financials. Doing really well. We are at $795 in membership dues received. We have sold $470 in masks since July 1st. We are at $275 in unrestricted donations. Making it a priority to write thank you notes to the donors. We have $375 from the castle rehab project. WE need to give a gift to the Milt and Connie who helped. A plaque to commemorate Milt on the play structure. Reach out to Christina Evans to see where she got the trophy’s from track stars.
   2. Renew Shopify.. And plan to renew insurance and bring our liability back up to support events.
   3. We are doing really well financially. While we aren't having any big fundraisers, we haven’t had any big expenses because of covid. We have $22k in the bank. Minimum requirement in our savings is $4k. We welcome questions towards the budget.
5. Membership/Activities’ Report:
   1. -Halloween drive thru event (?)
      1. Meghan reached out to Jen about what is possible. Jen said outdoor event is possible. Fire department is willing to donate candy for a trunk or treat. Friday the 29th or 30th is saturday. Lots of people are interested to brainstorming safe-Halloween celebration ideas. Brainstorm session Wednesday, Oct 13th via zoom at 5pm. Left over prizes from prior halloween carnivals for non candy treats and we also have money in the budget for extra non candy treats. Peter willing to donate his photobooth if approved as a safe thing to do. Thinking about assigning a timed segment for families to attend to reduce crowding.
      2. Adding a halloween kit to take home. Like a carmel apple kit, ect. Pumpkin carving kit, ect.
   2. -Teacher Appreciation ideas for conference week and ongoing throughout month of November
   3. -Racial Equity Committee coordinator update, Kari Henen interested
   4. -membership number update 56 member so far
   5. -directory/classroom contact lists. Not a huge buy in this year, at the most 50%. Next year lets have a list at supply drop off for families to sign up at that time. IF the class reps are comfortable, ask the class reps to have families text their info might be an easier option for families to participate.
6. Communications’ Report:
   1. No harbor highlights this week.
   2. Will post for spirit wear.

Peter adjourns meeting 5:33pm