

EMS PTSA GENERAL MEETING MINUTES

OCTOBER 6, 2021

Meeting called to order at 6:35pm by Wei Luo

In attendance – Wei Luo, Kristian Dahl, Manda Mangrai, Priyanka Gulati, Elena Luican, Yvonne Klaue, Mei Zhang, Liying Cai, Yutang Huang, Katherine Min, Joanna Ma, Joanna Zhou, Swati Das, Heidi Nguyen, Huoping Chen, Zoe Tang, Pavani Yadlapati, Caroline Tsai, Yue Xia, Katie Meng, Tingue Gao

Proper 10-day notice was given. Quorum met.

REVIEW OF MINUTES

Meeting minutes from last GMM of 6/9/21 were reviewed. No edits or additions. Minutes moved into record.

TREASURER'S REPORT

Michelle reviewed the financial report for transactions through Sept 30, 2021.

- DONATIONS: \$9600 earned in Pass the Hat, \$1300 matching, \$5700 membership, EPrep \$1300, \$1800 staff appreciation.
- Income: \$8700 enrichment income
- Expenses: \$1300 total (WEB lunch, PTSA retreat, B2B event, Coffee with Principals, admin costs)

PRINCIPAL'S REPORT

- Outdoor lunch volunteers successful so far, allows for safer lunches
- SBA testing coming up for previous year's grade level and Fastbridge assessments
- Fun Run this Friday, turn in donations tomorrow, will have a costume theme with Eagle Time class
- Reevaluating school grading practices, less homework
- Reviewed drop off procedures for parking lot, too many kids tardy, would like families to help put together instructional video

NEW BUSINESS

Election of Co-Presidents:

Heidi Nguyen nominates Wei Luo and Manda Mangrai as Co-Presidents, Swati Das seconded. No other nominations from the floor. Members voted to elect Wei and Manda.

Mission Statement and Goals reviewed by Manda Mangrai

Standing Rules:

- Article 2 - Charitable Solicitations due date changed to May 31 as per WA State PTA
- Article 6 – Board may include 2 members at large as approved by the Exec Com, each with a voice and vote
- Article 7 – Board candidates must be members of their current (elementary) school PTA for 15 days and then become members of EMS PTSA within 15 days of the start of the next school year
- Article 11 – Remove submission of SOA to WA State PTA
- Article 16 – Reallocations may be made up to \$1000 with board approval, exceeding \$1000 needs member approval

- Article 19 – Remove signature of Secretary from bank card, as they are non a signer, add that non signer can also be another board member as appointed by board.
- Articles 26/27 – Change to 4 delegates for Convention and Legislative. Newly elected President should be one of the attendees for Convention and VP of Advocacy should attend Legislative Assembly.

*Motion to approve updated Standing Rules made by Heidi Nguyen, Seconded by Elena Luican, motion passed.

End of Year Financial Review:

- Presented by Michelle Zhou, who was part of the Financial Review Committee and not a treasurer last year
- Conducted July 2021, all records were in order, no errors found.

*Motion to adopt findings made by Manda Mangrai, Seconded by Swati Das, motion passed

Financial Review Committee:

Asked for volunteers from the floor to be part of FRC. None identified.

Standards of Affiliation:

Reviewed with members. Almost all completed, a few tasks still outstanding

Approval of Budget:

Revisions made to budget approved in June

1. *Office supplies* increase to \$500
2. *Insurance* increase premium to \$450 to include Fidelity Bond, which covers theft/embezzlement
3. *Digital Assets* increase to \$500 to pay for Zoom subscription
4. *Founder's day lunch* increase to \$150 to cover 3 persons
5. Combine *FACE/Parent Ed & Outreach* for a total of \$2000
6. Remove *Principal's Contingency Fund* and replace with *Unexpected Expense* of \$1000

Also discussed opening a BofA Savings Account and moving a majority of the money over from Checking so the account balance is not so high.

*Manda motioned to approve the budget as presented, Elena seconded. Motion passed.

Nominating Committee:

Asked for volunteers to be part of Nom Com. None identified.

Open Positions:

Special Ed Chair, Staff Appreciation Chairs, VP of Advocacy. No volunteers at this time.

GUEST SPEAKERS – Sarah Parnell, Denise Ozeri, Stephanie Lundquist (Eastside Youth Services)

Discussed the roles of counselors, effects of Covid on our children's mental health and what we can do to support them.

BOARD UPDATES

Membership – Mei

400+ members achieved, set goal to achieve 100% staff membership by end of this year, will hold lucky draw for donated staff memberships

Fundraising - Yvonne

- Almost reached Pass the Hat goal of \$10,400, staff appreciation donations now just over \$2000, goal is \$2500.
- Pass the Hat is the biggest fundraiser this year. With ASB Fun Run, donations have slowed down. If we do another event, suggest we get the kids involved and wait til later in the year.

Enrichment - Liying

Reflections – Liying Cai will chair since no other volunteers stepped forward. Deadline for submissions 10/25/21

Activities/FACE - Elena

- Held welcome back lunch for staff and Curriculum Night dinner
- Hosting monthly Staff Appreciation lunches
- Will work with Tanvi to set up Family Engagement events
- Ski Bus (not PTSA sponsored) will be run by parent volunteer, Tonya Lyle-Glaister

Next General Meeting will be February 9, 2022

Meeting Adjourned 8:07pm