

July 23, 2018 Meeting Agenda

1. Welcome and calendar review – Ashley and Tamara
Call to order at 10:20.

Quick business: Ashley will need petty cash, squares, and passwords for log in to bank account for square before registration as Zsu and Tamara

Ashley to create google drive account to share with exec committee, calendars, passwords,etc...

Events reviewed

Registration: Aug 21 & 22

BTS BBQ: Sept 7th, Koi Fusion and \$10, tickets should be purchased in advance online at BTS Coffee, and at Registration.

BTS Coffee: Scheduled for Sept 5th.

Parent Club General Meeting: Sept 12

BTS Night: Sept 20

Parent Club General Meeting: October 9th

Barn Bash : Oct 20

2. Directory – Bridget

- Roll up of elementary school kids in process, Bridget to be in touch with elementary parent clubs to determine when final.

Bridge is removing Heather and Janelle from My School Anywhere access.
Adding Lynne.

Bridget to pay to renew for 2018-2019.

Decision to turn off MSA Store.

2. Financial Report – Zsu

Just reconciled last month's statement. Heather D. is still working on 2017-2018 books, audit is in process. Once complete Zsu will take-over. Signing for checks is being finalized with Homestreet Bank. Will need a few checks written for BTS BBQ and Barnbash.

3. Registration August 21 & 22: – Ashley

Our mission will be to gather volunteers, new families for directory, and membership and sell tickets to BTS BBQ.

- Aug 21st and 22nd : In town, Ashley, Lara, Lynn and Bridget. Sarah Howell also available. Zsu's husband Mark may be available. Lynne to reach out to last year ex comm to see if Kari, Kari, Janelle or Heather could help as well.

Between us who will be in town we can set up/man the PC table, get sign-ups to PC (access to square), sell BTS BBQ tickets and Barn Bash tickets

Ashley to check with Elisabeth M. about Spirit wear/School Store being open for registration and BTS BBQ.

Kari Curry to help set-up, but won't be staying.

4. BTS BBQ: Sept 7th, Koi Fusion and \$10, tickets should be purchased in advance online at BTS Coffee, and at Registration.

5. PC General Meeting Topics/Speakers – Officer Sheldon, Tara Rolstad (Shattering Stigma), Equity person for district, Clackamas County Sheriff Dept. resource officer.

Kirsten reviewed Shattering Stigma and what is happening at coordinating council in terms of this program being shared across district. For a potential February event, Kirsten is going to check in with peers at CC and at LHS to see if they could host in light of limited parking at LJHS this winter.

Sept 12th: Welcome and Art Lit Training. Art Lit coordinators per grade already assigned. Rieko (6th and 8th), Chelsea (6th, 7th and 8th) . Lara to reach out to Kristin Engel and Jenna Philpott to see if they'd be interested in co-leading 6th grade AL. (Update: Kristen has said that she can't be lead, but that she will be able to volunteer quite often. Checking with Jenna).

6. PC Newsletters – Lara. Mid August 19th , coordinate with Ashley to finalize messaging. Initial newsletter will not go to all families because roll-up of directories may not be complete and new families won't be captured.

For first newsletter on the 19th, information to include

Registration, dates will be provided and there will be a message about fees for Parent Club registration (\$35 for registration for Parent Club, \$5 for printed directory)

Regarding BTS BBQ, messaging will be to purchase tickets in advance and they will be \$10. Tickets will be available through purchase online and at registration. Need Zsu to send link to buy online.

Directory: Bridget to send Lara verbiage for the directory with instructions on how to confirm your directory information and the deadline for confirming.

Barn Bash: Ticket prices for Barn Bash: \$40 early bird through Sept 21st, \$50 after 22nd, and \$30 buy a dinner for teacher. Includes unlimited food, 2 drink tickets. Need link to purchase tickets from Zsu.

Volunteer Needs – Lynne to get password from Kari for sign-up genius password. Lynne to send Lara verbiage for volunteer needs to include in newsletter.

Other secretary/newsletter:

Lara to ask Heather if “Take Action” on MSA is updated by Lara or Ally?
Update: Heather confirmed that in years past the parent club presidents worked with Ally on keeping this section of website updated.

Lara to follow up with Kurt for new secretary at office so that the parent club newsletter will also be embedded in the school newsletter.

7. Barn Bash – Ashley and Tamara

Planning meeting on August 9th 1-3 at Ally’s house. Ashley, Lynn, Kiersten and Ally.

Tamara to follow up with Robin Walsh to see if she is also available.

-Venue, food trucks (Koi Fusion (\$1000), PDX Sliders (\$1500), Donut Days (\$460), Cocktails/Drinks(?))

Sponsorships will not be for specific items. . Sponsorships will be 1 Platinum (\$2000) Exclusive, Gold (\$1000), and Silver (\$500). For non-directory spots for \$250 and that just gets you on Thank You board. All other sponsors get name on directory and on Thank You Board with logos.

MC confirmed

- Need work on DJ, bartenders, raffle baskets, sponsorship, decor

- Event Insurance – Zsu to investigate.

Party Boards – Robin W?

5 Raffle Baskets

Paddle Raise

Goal 150-200 people.

8. Philanthropy Day – Kirsten

Community Wide volunteer day (October 12th) a little bit on hold. Road blocks may be new Principals. Kick-off service day 12th. Food drive that week for Hunger Fighters. Kirsten to ask Kurt about getting grade level contest and maybe working with BC leaders.

Add to calendar October 8-11th: Canned food drive. Service day on the October 12th. Add to newsletter 3 weeks ahead of time.

Other: Portables to be sited at LJHS in October. Bryant campus to be vacated over winter break. Parking to be very limited beginning in October.