

Regular Meeting
Feb 22, 2021 7:30 PM Pacific Time

Agenda

- 1) Open Meeting
 - a) We will open for discussion on each voting point for about 3-5 minutes, and then we will vote. If there's any further discussion, I will leave the zoom open after the meeting and we can discuss what needs to be brought up at the next meeting. If a vote needs to be tabled due to more discussion being needed, we may have to push it to the next meeting.
- 2) Budget Review
 - a) Stephanie will display the current budget breakdown again.
I would like to put this statement with a copy of the bank statement in the binder each month. Who is on the bank account?
- 3) Vending Machine and Snack
 - a) Is there a need for a vote on the actual Snack Table and finding volunteers to run it? Or do we leave it be for now knowing that it may not come back until the end of the year or maybe next year?
 - b) I would like to have a vote to open Vending, mostly water bottles, then add some of our snack table items as well that are expiring in that storage room.
 - c) I can email volunteers to help stock it.
 - d) Counting money - is that an issue? COVID? Do we need a new volunteer for this? For purchasing, all debit cards need to go back to Stephanie until we know who the new snack buyers are, and we will do reimbursements for purchases made by current team members with receipts. We can arrange these buying procedures in email.
- 4) March Grants
 - a) I have an online version of the Grant form to show everyone as an option.
Vote on whether to allow it for use?
 - b) I propose we accept just forms this time around, but give teachers the option to arrive at exact times where they will present their grant, and they can come to the meeting JUST for that time period.
 - c) I propose we do presentations of all grants, then at the end of the Grant meeting, we go through and vote on the ones that should be approved.
 - d) I do not know what to do if we were to get more grants than we have money to give.
 - e) Set date for March Grant meeting
- 5) Microsoft Teams
 - a) At this time, I'd like to table this. I will be using teams or some kind of secure online service to store documentation for all our roles, rules, minutes, etc, and I'll make sure access is provided to the executive committee.
- 6) Open Coordinator Positions:
 - a) Uniform Sales

- i) Need a coordinator
 - ii) Clothes washers and sorters
 - iii) People available to make sales
- b) Volunteer Coordinator
 - i) Since I'm doing the President part right now, I would like to find someone to take over the emails and entering of new volunteers.
- c) Box Tops
 - i) Sarah Swanby mentioned that the way this program works has gone online and with an app, so it's not the same, she thinks someone more technical may be better for this role, let me know if you know anyone.
 - ii) There are also some privacy concerns, but I have not heard back from her to get more details on that.
- d) Snack Shopping
 - i) We need someone to replace Becky with snack shopping.
 - ii) This will simply entail shopping for enough water bottles to fill the vending machine every two weeks if we choose to re-open it, and then to buy a select list of snacks that will accompany the water bottles after our current snacks are gone.
- 7) Other Business
 - a) Our next Triple Play is in April, we can wait to vote on that in March, but nothing new to report there.
 - b) Michelle said Staff Appreciation is happening monthly, gift cards are being donated, but I'm waiting to hear back on what they are actually doing at the monthly meals because of COVID.
 - c) Finally, can we have a vote on whether or not to pay for Directors and Officers insurance out of the CPO budget annually, and Stephanie knows this amount.
- 8) Adjourn