

CDA Charter CPO

Board Meeting Minutes 3/16/2022

MINUTES BELOW NOT YET APPROVED

Wednesday, March 16th, 2022. Ben McGaughey called to order at 7:12 PM

Attendees:

Ben McGaughey (President, Board Member), Stephanie Holecek (Treasurer, Board Member), Lisa Stewart (Secretary, Board Member), Aaron Lippy (Activities Director), Nicole Montgomery (Parent), Laura Meine (Parent)

1) Triple Play Night, April 22nd, Discussed

- a) Ben McGaughey to take tickets.
- b) Masks - follow the school policy (Mr. Lippy noted)
- c) More volunteers needed- Lisa mentioned the wanted around 10, we will try.
- d) Lisa will help set up a Signup.com for it.
- e) Posters will be put up, Mr. Lippy will have it in announcements.

2) Executive Committee

- a) Ben is stepping down as President.
- b) Stephanie will continue as Treasurer through the end of the school year, would like a helper or second treasurer.
- c) Discussed that we have many volunteers that want to help, but only 2 parents showed up to the meeting.

3) Minutes approved from last meeting (2-7-2022)

- a) Lisa and Stephanie and Ben all approved.

4) Picnic and Volunteer Discussion

- a) Mr. Lippy wants to get families together for 6th grade.
- b) Picnic went well, wants a repeat of that success.
- c) Stephanie mentioned a beginning of the year picnic.

5) Organization Roles and Money discussion

- a) Money counting requires 2 volunteers and the check writer / treasurer.
- b) Treasurer - Keeps track of money. Time frame is about once per week, 1-2 hours, once a month balancing the bank account / checks / money, 4 times a year sales tax reporting, writing checks for grants, stipends, snacks, etc.
- c) Secretary - Takes notes at meetings, handles invites, current board member list.
- d) President - Organization, manage, runs meetings.
- e) VP - Be parent representative / contact.

6) Elections

- a) Ben nominates Lisa for President, Lisa seconds the nomination. Vote is unanimous, Lisa is President.
- b) Stephanie nominates Ben as Secretary, Lisa seconds. Vote is unanimous. Ben is Secretary.
- c) Stephanie to remain treasurer. Ben nominates, Lisa seconds, vote is unanimous. Stephanie remains as treasurer.

7) Final Business

- a) Grant meeting needs to be scheduled and parents emailed.
- b) Gala is April 9th, and parents should go / CPO present.
- c) ASB to help with Triple Play maybe.

Adjourned 8:40pm