

FRIENDS OF STEM

MINUTES 01.16.19

16 January 2019 / 5:30 PM / Hawkeye's Restaurant & Bar

BOARD

Board Members: President – **Lupe Chavez**; Vice President – **Pauline Williams**; Treasurer – Lycrecia Parks;
Secretary– **Jennifer McQueen**

Board Officers: Susana Grzetich, Raha Rassam, Rebecca Horrighs, Naressa Jones

School Representatives: Mrs. K Lynch (1st grade), one vacant position

Student Representatives: McKenzie Suggs

*bold present at meeting

MEETING MINUTES

5:45

CALL TO ORDER AND WELCOME

MINUTES

Review of minutes from FOS general meeting 12.05.18

- Minutes were approved

Review of minutes from Principal's meeting: 12.11.18

- FOS will pay for 2 smart boards for the school, once the quote is received from Dr. McManus. The use of banners and postcards were approved by Dr. McManus for Family Movie Night.

LSC meeting notes: 1.14.19

- Meeting was briefly discussed

Motions:

-Jessica Engelking motioned to approve meeting minutes from 12.5.18, second motion by Pauline Williams.

-Pauline motioned to approve the purchase of 2 -Family Movie Night banners, second motion by Jessica Engelking.

ALL MOTIONS PASSED: 4 in favor; 0 oppose; 0 abstain

BOARD UPDATES

- President's Report

-Parents Night Out is set for March 29th, 2019. FOS is in the process of choosing a venue. Save the Date information was posted to social media this week.

-Holiday Cruise Recap-The event was a great community building event. The kids and parents enjoyed pictures with Santa, dancing, and hanging out with friends. We sold 38 tickets with a profit of \$220.00. A check was received by Lupe Chavez.

- Vice President's Report

- Holiday Shoppe recap-Jessica Engelking reported \$5,904.16 in gross spending, with a net profit of \$3,491.17. The Holiday Pop up Shoppe profit is not included in the net profit listed. The 2018 Holiday Shoppe doubled in profit when compared to the 2017 Holiday Shoppe.

- Holiday Card recap-Holiday cards were ordered with STEM students art work. 30 card sets were ordered, 20 card sets were sold. The remaining 10 sets will be given to teachers, and parent volunteers over the next few weeks.

COMMITTEE UPDATES

Beautification Committee

- STEM Flower Power (Outdoor-Flower/Garden)
 - New planters are needed to replace previously damaged planters.
- STEMbellishment (Indoor- Visual Improvements to building)
 - Nicole Ducar is leading the project and is looking into getting paint donated for the project.

Marketing + Communications Committee

- FOS Website/Instagram/Facebook/Remind
 - REMIND will no longer send out messages to Verizon network users due to being charge.
- Printing Costs
 - Jessica needs new toner for printing.

Motions:

- Lupe Chavez motioned to approve the purchase of new toner, second motion by Pauline Williams.

ALL MOTIONS PASSED: 4 in favor; 0 oppose; 0 abstain

Events Committee

- Fundraising Events planned for January/February
 - FOS Family Movie Night
 - Friday January 25th, 2019
 - Time: 5:30-8:00 pm
 - Location: STEM Gymnasium
 - The idea of promoting a competition for the class that purchases the most pre-sale tickets. Pj day and extras recess were discussed as prizes.
 - New food items for concessions were discussed, including nachos, and pizza delivery.
 - Advertising at morning drop off was also discussed.

FOS Friendship Dance 2019

- Friday February 15th, 2019
- Time: 3:00-5:00 pm
- Location: STEM Gymnasium

-A craft table, and game stations were discussed. Toys/gifts for sale at event will need to be purchased.

-FOS Family Movie Night

- Friday February 22nd, 2019
- Time: 5:30- 8:00 pm
- Location: STEM Gymnasium

- Community Events planned for December

-N/A

NEW BUSINESS

- Budget for Artwork - Parents Night Out Auction Items
- Mixed Bag Designs-Pauline Williams presented the new catalog. Fundraiser to launch this spring.
- FOS P.O BOX-Jenny McQueen will investigate location and cost of a P.O BOX (USPS vs UPS Store)

ANNOUNCEMENTS, ADDITIONAL ITEMS, QUESTIONS/ANSWER Period

Reimbursements -Fill out Expense Reimbursement Form from the FOS website

-FOS received a \$1,000 check from Steve Horrihs workplace for his volunteer work last year at STEM.

Action Items/Deliverables for Next Meeting

None

ADJOURNMENT

7:33pm

Next Friends of STEM General Meeting

-Hawkeye's Restaurant & Bar, Wednesday February 13th, 2019 from 5:30-6:30 pm