

FRIENDS OF STEM

MINUTES 02.13.19

13 February 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, **Nicole Ducar**

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

Student Representatives: McKenzie Suggs

*bold present at meeting

MEETING MINUTES

5:48

CALL TO ORDER AND WELCOME

MINUTES

- Review of minutes from FOS general meeting 1.19.19
 - Minutes are available, were not approved at this time, they need to be reviewed by board
- 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.

BOARD UPDATES

- President's Report
 - Nothing to report at this time
- Principal Meeting is scheduled for 2.15.19
 - Vice President and Principal will meet to discuss; update on Parents Night Out, Invoice for Smart Boards, and to discuss how the Amazon Smile Campaign is currently setup.
- Vice President's Report
 - Parents Night Out is scheduled for March 29th, 2019. Park Tavern, 1645 W. Jackson Street, is the Venue and has been secured. There will be a DJ, \$300 for 3 hours. A budget needs to be made for artwork made by STEM students, to be suctioned at the event. Jessica Engelking reported the budget was ~\$500 last year.
- Treasurer's Report

-Lycrecia Parks will email a report to the board next week. Our tax exempt status will expire soon. Lycrecia will update status. The January 25, 2019 Family Movie Night made \$334.00 on tickets and concessions.

COMMITTEE UPDATES

Beautification Committee

- New planters are needed to replace the current damaged planters. A budget for new planters needs to be made.

Marketing + Communications Committee

- Printing Costs
 - The FOS printer is not working properly and needs a new part. The replacement part costs \$124.00.

Motions:

-Jessica Engelking motioned to approve the purchase of replacement part for FOS printer, second motion by Lupe Chavez.

ALL MOTIONS PASSED: 5 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
 - \$334.00 (ticket sales and concessions)

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
 - Parents Night Out-March 29
 - Mixed Bags Designs dates-two weeks after Spring Break
 - FOS P.O. Box update-USPS- \$214.00 per year for a 5.5 x11 box
 - UPS Store-\$15.00 initiation fee, \$40.00 per month
 - Secretary will get one more quote at local shipping store, Shipping and Beyond
 - Family Night next year was discussed

NEW BUSINESS

N/A

ANNOUNCEMENTS, ADDITIONAL ITEMS, QUESTIONS/ANSWER Period

- Reimbursements-please fill out Expense Reimbursement Form from the FOS website
- Family Night, Jessica introduced idea of having a brunch at STEM with families, games, and Auction to potentially replace Parents Night Out, next year.
- Comedy Night, was discussed as a potential fundraiser, to be held at Joe's Bar.

Action Items/Deliverables for Next Meeting

None

ADJOURNMENT

7:15pm

Next Friends of STEM General Meeting

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