

FRIENDS OF STEM

MINUTES 11.13.19

13 November 2019 / 5:30 PM / Hawkeye's Restaurant & Bar

BOARD

Board Members: President – **Pauline Williams**; Vice President – **Jessica Engelking**; Treasurer – **Nicole Ducar**; Secretary – **Jennifer McQueen**

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

Representatives: two vacant positions

Student Representatives: vacant position

*bold present at meeting

MEETING MINUTES

5:47

CALL TO ORDER AND WELCOME

MINUTES

- We reviewed the minutes from FOS general meeting 10.09.19

BOARD UPDATES

-President's Report

Recapped "Thank you 4 chippin in", cookies were given out to parents during drop off to thank them for their support of FOS.

-Vice President's Report

Jessica reported she has sent out Teacher 101 forms to Ms. Rose and Ms. Lynch and we are awaiting staff to begin answering questions so the info sheets can be shared with the STEM community as a way of getting to know our teachers better.

-Treasurer Report

Financial Update

-Nicole Ducar finished fiscal year report for June 1 2018-July 30 2019

FOS Checking- \$16,098.87

FOS Savings-\$8,270.00

Nicole Ducar is officially on bank account, we are in good standing with the Secretary of State. Nicole has sent in paperwork to maintain tax exempt status. She will fill out attorney general paperwork to be sent in December.

COMMITTEE UPDATES

Beautification Committee

-STEM Flower Power (Outdoor Flower/Garden)

-Nicole Ducar continued winterizing

-STEMbellishment (Indoor -Visual Improvements to BUilding)

Marketing + Communications Committee

-FOS website, Instagram, and Facebook

-*Printing and Paper- Amber Kujath*

**vote to purchase paper for Amber to continue printing for FOS doen via email*

Events Committee

●Fundraising Events and Recap for September/October/November

-Trunk-orTreat

Thursday October 31st, 2019

4:00-6:00 pm

COSTCO- South Loop)Northeast Parking Lot)

-Mom's Crafting Night

Friday November 8th, 2019

6:00pm-10:00 pm

Williams Residence

-please RSVP online

-Family Movie Night

Friday November 22, 2019

5:00pm-8:00pm

STEM Gymnasium

-Ladies Holiday Crafting Day

Sunday November 24th, 2019

11:00am-4:00pm

Ducar Residence

-FOS Holiday Shoppe 2019

Monday December 9th, 2019- Friday December 13th, 2019

8:00am -3:00 pm

STEM Media Center

Fundraising Events for September/October

-Read a Thon-**Postponed**

Monday October 21st, 2019

NEW BUSINESS

-2019/2020 FOS Goal-SmartTV

-Artome -Art Show

-Coat Drive/Toy Drive

-STEM/FOS Swag + Mascot-Top Notch will do spirit wear, one off.

-Holiday Show - Funding

-Organization and storage solutions

Voting to approve purchasing SmartTv's for STEM, materials for Holiday Show (lumber-gingerbread people, stage skirt), and to purchase paper for Amber Kujath to continue printing for FOS to be done via email, not enough board members/ officers present to vote.

ANNOUNCEMENTS, ADDITIONAL ITEMS, QUESTIONS/ANSWER Period

-Reimbursements _Fill out Expense Reimbursement Form from the FOS websiteALL

Action Items/Deliverables for Next Meeting

1-Obtain Toy Story 4 for Movie Night showing

2-Assess if AV items are in good working order for Movie Night showing

3-Purchase items for Holiday Shoppe gift wrapping (bags, string, stamp)

4-Send email for items to vote on

5-Order stage skirt to be used at STEM events in the gym

6-Send out monthly FOS newsletter

7-Setup Mascot Fundraiser meeting

8-Design STEM SWAG

9-Initiate READ-A THON program

ADJOURNMENT

7:30pm

Next Friends of STEM General Meeting

-Hawkeye's Restaurant & Bar, Wednesday January 8, 2019 from 5:30-6:30 pm