

# MEETING MINUTES

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## RICHLAND ELEMENTARY F.O.R. Club

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**Date:** November 26, 2018

**Location:** Room 20

**Meeting Called to Order By:** Randi Montoya

**Time:** 6:00 pm.

**Executive Board Attendees:** Randi Montoya; President, Lena Meum; 1st Vice President, Angela Brown; second Vice President, Breena Hope; Secretary, Samantha Mayberry; Treasurer.

**Attendance:** Quorum is present

**Minutes:** Minutes from September 24th and October 29th are presented and accepted.

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Introductions are made by the board and the quorum.

### Officers' Reports

#### **Randi Montoya -**

##### **Yearbook Update:**

- Yearbook committee has sold 124 books, which is 31% of the goal.
- 15% of school population has purchased.
- The split between hard cover and soft cover is fairly even.
- Julie to get blurb from Jennifer Long so that she can include it in the eblast.
- 12/21/2018 is the last day of early bird pricing for soft cover only. Hard cover doesn't change.

#### **Lena Meum -**

##### **BK Cellars**

- Art and wine event.
- Wine is available for online purchase for anyone is unable to attend and BK Cellars will honor

the 30% back to the school. The photographer will also honor 20% back to the school for online orders.

- The photographer is giving 50% back to the school from any calendar sales.
- The photography is done in San Diego and there are pictures that can be hung.
- Flier is going out in Wednesday envelopes with info and raffle tickets for a Cancun vacation package of 4 (2 adults and 2 children).
- Posting updates on Facebook
- Pay via paypal, just note what you are purchasing, (admission and/or raffle ) and name and contact info (for any raffle tickets that are purchased).
- There is still room.
- The event is from 6-9 pm, December 11th.

#### **Golf Committee -**

- The first meeting is November 27th at 3:30, if anyone is interested in being on the committee, please attend the meeting.
- So far there are 4 people on the committee.
- A Corporate Sponsor Coordinator and Raffle Chair are needed.
- The tournament is 23rd of March.

#### **Angela Brown**

- The Board is making internal changes and positions are opening up.
- If people are interested, keep in on your radar and reach out to the club.
- At this time there aren't specifics. However, In January there will be more specifics.
- Expectations for positions will be ready in January.
- If any one is is interested, the Board will be able to communicate with them more.

#### **Breana Hope**

##### **Bylaws**

- There will be a committee formed to review and make suggested changes to the bylaws.
- The committee will suggest changes and submit them to Breana, the committee chair. Breana

will then compile those changes. The committee will then review the changes and make any additional changes. The amended bylaws will then be posted, and reviewed by the Club. The bylaws will be edited with any further changes the club suggests and upon acceptance of the Amended bylaws by majority vote, they will be adopted as the official bylaws.

- The bylaws will be posted on the website so that members can review them over winter break and can make suggestions at the January meeting where the committee will present their suggested changes.

- The board would like to have at least one teacher representative on the board and possibly a parent representative from each grade.

- The district has gotten involved recently because so many school's bylaws are so ambiguous and vague that things have happened which are raising concern; either because they aren't following bylaws or the bylaws are incomplete and ineffective.

- 2 members volunteer to be on the committee.

- There are other bylaws posted online from other PTO's that could be helpful while reading and editing ours. We are not a PTO or PTA but they have clear rules lined out for those organizations which could be useful for ideas.

- Teacher Representative will send out an email to teachers to try to get a rep. If no one volunteers, she will join.

## **Samantha Mayberry**

### **Dineouts:**

Menchie's: 11/29

Chick-Fil-A: 12/13

Rubios: 1/17

- Several more pending.

- Reasoning that they have been on Thursday is because the fliers go out on Wednesday and it's fresh information. Discussion on whether or not members would like to have options other than just Thursdays. Feedback is that the days should vary but they will be either Tuesday, Wednesday, or Thursday.

- Information is offered that Rubios is offering 50% back for the month of December. Samantha checked on it but dine outs cannot be scheduled on consecutive months and is hesitant to cancel one scheduled later if they can't schedule us for December. Suggestion that maybe Rubios would honor the 50% in January. Samantha to check.
- Tentative dates are set for Panchera and Dickies BBQ and possibly Blue Mug. More opportunities beyond what is scheduled.
- Discussion about whether dine outs are required to be alcohol free. Possibility of establishments such as The Urge. Or Buffalo Wild Wings for Thursday night football.

## **Committee Reports**

### **Principal Update: Julie Barbara**

#### **Soccer Goals:**

- The school's student council is trying to earn \$1000 to put soccer goals in. Total needed for goals is \$2000.
- They will sell popsicles. Projected income:\$600
- They are putting together an ice skating fundraiser, 100% of which will be profits for the school as a 5th grader's parent runs the ice skating rink. The projected income is anywhere from \$800-\$1000.
- When they get the goals in, the kids can sign their names on them.
- This is planned to begin after Christmas break.
- Discussion as to whether or not it is possible do this during Christmas break since there are three weeks off. Perhaps the third week of vacation.
- They will need volunteers for collecting money and tickets.
- Julie will get the dates from Student Council and let the Club know.

#### **Shadow a Mustand:**

418 adults were here for STEAM. Exact amount as last year.

## **Volunteers Coordinator: Heidi Slack**

### **Logo for the FOR Clubs letterhead.**

- The current letterhead is like the school so it looks like the school and a different entity.
- It would also appear as more professional, therefore making the club appear more professional.
- Important to do one Black and white and one color copy as color doesn't translate well when copied as B&W.

## **New Business/Agenda**

- Bylaw Committee to start reviewing and making suggested edits to the bylaws.
- Golf Committee to start meeting and planning the event. Focus on Corporate Sponsorship.
- Discuss and establish role expectations for board positions.
- Discuss variety of new options for dine outs.
- The board to discuss a new letterhead.

## **Action Items**

- Get Julie information about yearbook sales to be included in the blast (Jennifer Long)
- Email teachers for a teacher representative to join the Bylaw Committee (Kim Klimas)
- Contact Rubios about possibly honoring the 50% back in January (Samantha)
- Get dates for ice skating fund raiser (Julie and student council)
- Check on the date of the volunteer breakfast (Julie)

## **Discussion**

- Possibly FOR club business cards with TAX ID number.
- Name tags or badges so we are recognizable while in school.
- Julie will ask gabby about the school IDs.
- Merchandise to give to volunteers: bags like the, "Im not a regular grandparent, I am a Richland grandparent".
- Thank you to volunteer breakfast cannot start at 8 because teachers are not required to come early so TK and Kinder sometimes miss out. It's usually in May but is not on the schedule.

Perhaps end of May or the beginning of June. Julie to check.

- Discussion regarding Rush Coffee and if they could sell some traveler coffee mugs.
  - Discussion of designing more Richland gear and having a one page catalog which parents could order from throughout the year, perhaps in lieu of mixed bags.
  - Member offers information of a company who puts children's art on items and parents can purchase the items of choice with their child's art on it: [silvergraphics.com](http://silvergraphics.com)
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**Meeting Adjournment:** 7:00pm

**Minutes Compiled by:** Breena Hope