

PARTS Extended Board Meeting Minutes

Date: Tuesday, September 24, 2019

Location: Long Beach Café, 615 E. Ocean Blvd., Long Beach

In Attendance: Jeremy Dodgen, Elaine Del Bello, Estela Gama, Lori Brake, Juana Carrera, Collie Johnson, Christine Anderson

Called to order: at 6:44 by Jeremy Dodgen, President

Introductions

Everyone introduced themselves, their students and grade levels, and positions in PARTS

Finances/Budget

Discussed money handling procedures. Elaine will re-do event cash record, adding a line for checks on the front, as well as lines for coins and larger bills.

Elaine will also produce an inventory form for spirit wear

Upcoming Expenses: discussed donations for Student of the Month breakfasts. Discussed purchasing a new PARTS Mailbox for the office - Jeremy will ask if we can mount it

Discussed the PayPal account and possible other options for accepting credit cards

Board Decision Making/Voting

Discussed best methods to communicate - emails - will send text reminder for longer emails, board to respond in timely manner

Fundraising Update

Discussed the important of the community buy-in as well as getting the kids to buy-in

Parents need to feel needed, discussed getting parents motivated to participate

We need a cause for fundraising

Purpose of PARTS

Discussed the purpose of PARTS and allowing speaking at PARTS meeting, whether or not we can find a forum for students to be able to be heard

Marketing Update

Social Media is growing. The new RHSA video has over 3,000 views on Facebook. Discussed appropriate comments on social media and how to handle inappropriate comments

Calendar of Events & Upcoming Service Needs

Still need morning greeters and LBUSD meeting reps

Elaine will staff Back to School night PARTS table

Student of the Month breakfasts 1st Friday - Oct. 4th Christine - coffee, Juana - fruit, Estela - bagels,

Jeremy will bring everything else, paper goods in the closet

Spirit Wear Sales: Jeremy will ask Mr Navia about on campus sales, discussed online sales

Cabaret Night supervision - Elaine will send out request via signup genius

Laundering choir outfits - 3-4 loads of laundry, washed on delicate - need by mid. Oct.

Fundraising team - Christine personally calling to recruit parents

Submit events to newspapers - contact info. - Elaine will split with Jeremy

Fall Drama Show supervision - parents needed

Winter Vocal Show will be on campus - PARTS asked to sell merchandise/flower sales December

Fundraising letter - update and hand out (flyer? Jeremy)

Meeting adjourned: at 8:14 pm by Jeremy Dodgen, President

Respectfully submitted by Elaine Del Bello, Secretary