

RHSA PARTS MEETING MINUTES

Date:	Tuesday, October 20, 2015	Location:	Emphasis Gallery
Called to Order:	Carolyn Pate, Vice President	Time:	6:30
In Attendance: 16	Board: 4 Members at Large: 3	Approved:	

Present: Carolyn Pate, John Wilson, Mary Barber, Jackie Hahn, Tom Kearney, Kimberly Miller, Elaine Del Bello, Cathrin Sargeant, Lianne Rugeroni, JulieAnn Sherman, Carole Hernandez, Alice Allen, Tricia Gagna, Quentin Brown and 2 unsigned attendees

1) Welcome - Meeting was called to order by Carolyn Pate at 6:31pm.

VOTE: JulieAnn moved, and Tom seconded, to approve the September minutes as was posted on the PARTS website. Motion passed.

2) Treasurer's Report - Starting balance was listed at \$7,792.13 with notations pointed out regarding outstanding/pending checks for 2014/2015 scholarships, Scholastic Art Magazine for Ms. Pink, Scholastic Magazine for Mrs. Vargas, Weebly renewal, and Autry Museum Trip Transportation totaling \$3,633.86. Available funds as of 9/30/15 were \$4,436.95.

VOTE: JulieAnn moved to accept the Treasurer's Report and Tom seconded. Motion passed.

3) Old Business- a) Domenico's info was passed out and it was pointed out that this is a rare donation of 25% of group sales and included all drinks.

c) iii) Autry Western Heritage Museum Field Trip for 11th graders. The total cost will be \$680, with \$540 of that being given by PARTS. The museum is covering a portion of the transportation costs.

4) New Business- a) A teacher request from the Science Dept. for a magazine subscription to ChemMatters for \$40 was taken over by parent Elaine Del Bello as a personal donation from her family.

a) iii) Ms. Pink has put in a request for magazine donations for her students' current event assignments. Donations can be dropped off at the office and marked MS. PINK. Specific names of magazines was not brought, magazines with current event stories would work.

VOTE: JulieAnn moved and Jackie seconded to approve the funds, in the amount of \$680, for transportation for a 10th grade field trip to the Museum of Tolerance on Dec. 14th via Ms. Wood. Motion passed.

b) Fall Fundraiser: Cheesecake catalog sales are to run from Nov. 9th - Nov. 30th with a delivery of product on Dec. 15th. The primary prize incentive is a limo ride for students selling a minimum of 20 items each. Many more ideas were discussed about a secondary incentive (i.e. food coverage for limo ride, a deejay party, a pizza party, bring a friend to the party, etc.) but the contingency plans for a

secondary incentive are binding due to more info needed re: food rules and admin permission for school site party.

ACTION: Kim is getting all pertinent info to the fundraiser company to get posters printed.

c) SBYC: The Spring Fundraiser at the Seal Beach Yacht Club was discussed as two dates were offered to PARTS of April 8th or April 15th. A sub-committee will be needed to produce the fundraiser night. Tax forms for tax deductible donations will apply for cake donations that are solicited.

VOTE: JulieAnn moved and Carole seconded that the SBYC fundraiser night be April 15th. Motion passed.

6) College Prep- Deacon Wilson spoke and presented a packet about college preparation and readiness. His visit was informative and appreciated.

7) PARTS Cash Handling- Tom Kearney, co-Treasurer, thoroughly presented all the policies and procedures of cash/check handling and counting to attendees, focusing on new members.

8)a) Community Partnerships - Carolyn presented that we are in need for volunteers to reach out to community partners for advertising on campus.

Meeting adjourned at 7:59pm

Minutes submitted by Patricia Gagna, Secretary