

LIHOLIHO LAULIMA PTA
BOARD OF DIRECTORS MEETING
Liholiho Elementary School, Library
February 21, 2017 6:00pm

MEETING MINUTES

- I. Call to Order: This meeting was called to order by President, Paul Murphy at 6:20 pm with a quorum of eleven (11) voting members. Note: This board of nineteen (19) voting members needs a quorum of ten (10).

Members Present: Christina Small*, Paul Murphy*, Danica Wong, Shelby Ozaki, Misty Sumida, Lori Ikeda-Ng, Jocelyn Gabriel, Evi Miyasaki, Lawrence So, Tricia Kunihiro, Staci Yoshihara, Mirasol Domingo, Vince Soliven

Members Excused/Absent:, Heather Florendo, Renee Young-Chan, Shannon Oide, Grant Giventer, Sachi Matsushita, Shaleah Soliven**, *Chirs Leong – no longer part of the PTA*

**Denotes non-voting member. **Denotes co-chair sharing 1/2 vote.*

Thank you to members providing potluck tonight: Jocelyn, Lawrence, Mirasol, Misty, Shelby, Paul, Staci

II. Principal's Report: Mrs. Small

A. New Hires

- Lori and Ethan on board helping Mr. Nakashima

B. Miscellaneous Updates

- Nancy Skerrit working with teachers tomorrow
- Friday, all classes will have subs due to workshops
- Camp for 5th grade coming
- GE applications are coming in - Due date is March 1
- 50 volunteers from the Rotary will be coming in April 22
 - o Does the PTA have ideas for projects? Thoughts due at March meeting.
 - o Level the ground between G and J bld
 - o Paint buildings around campus

III. Officer's Reports:

A. President's Report: Paul

- Project ideas – reminder to have any ideas for large projects/initiatives emailed to the group for consideration
- Mattson beach clean up will need to be postponed to next year
- Rocky will help identify the walkie-talkie needs
- School to provide update on funds required to support the thank you event (bowling)

B. Secretary's Report: Dani

- Motion to approve 1/9 Board Meeting minutes, unanimously approved

- C. Treasurer's Report: Shelby
 - Fun Fair, question regarding money spent – should spend 75% of what was raised (see appendix for monies spent so far by grade)
 - Full list of expenses paid attached in the appendix
- D. 1st VP – Membership: Staci
 - Two more membership forms received this week, one with a \$10 donation
- E. 2nd – 5th VP – Fundraising: Lawrence/Tricia/Jocelyn
 - Walk-a-thon
 - o Last Wednesday, was a bit rainy. Kindergarten grades did get wet. K teachers reported that student opinion writing mentioned “running in the rain was fun”.
 - o All grade levels were still able to participate even with rain
 - o First batch of donations received totaled \$1,886
 - o Thanks to all the volunteers for helping that day
 - o Student with most laps, and student with most funds collected to receive prizes
 - Hapalua Race
 - o So far we've collected \$250
 - o Will look at sending memo to parents
 - Amazon Smile activity
 - o Oct – Dec, \$74.51 came in (\$14k in total spend to collect that amount)
 - CPK night
 - o March 14 is the tentative date, pending CPK confirmation
 - o Flier is provided by CPK
 - o Potentially move scheduled Board meeting to the restaurant (notes can be sent to Dani prior to the date)
 - Read-a-thon coming up – details pending

IV. Committee Reports:

- A. Teacher Representatives: Evi
 - Team of teachers received training on how to properly hold children in crisis situations
- B. March Meeting Chair (March 8): Mirasol
 - Kindergarten performing “Moana” songs
 - Bento orders, KYM wants payment and order count by March 1, delivery time is 4:45
 - Flier will go out in Thursday folder
 - Planning for Cat in the Hat decorations
- C. May Meeting Chair: Paul
 - Paul will be taking over for Chris who is no longer able to support PTA activities
- D. December Meeting Chair: Grant (Not Present)
- E. Donations Chair: Heather (Not Present)
- F. Special Activities Chair: Shaleah/Vince
 - Reflections Art Contest, finalizing certificates for participants now
 - State level dinner coming up in March
 - Potentially a small May Day activity (a showcase vs. full May Day Program)

G. Hospitality: Misty (None)

H. Webmaster: Lori

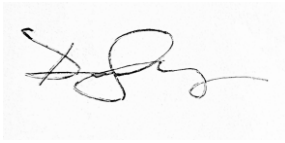
- Will be posting walk-a-thon pictures
- Did not get pictures of the Kindergarten, will check with teachers

V. Unfinished Business

VI. New Business

- For members on the board who will be vacating their positions, please start to consider how to find replacement parents. Plan to make an announcement at the March meeting. Balots should go out in mid-April. Positions that will be vacant:
 - o March GMM
 - o May GMM
 - o Membership
 - o Fundraising
 - o President
 - o Secretary
- Lawrence to collect names of potential candidates for next board.
- Volunteers needed from the board to support the Nominations Committee.
- Teacher Appreciation activity, last year event included the volunteers. Consider breakfast for this year.

VII. Adjournment: The meeting adjourned at 7:05 PM



2/26/2017

Danica Wong
Recording Secretary
Liholiho Laulima PTA

Date

APPENDIX

Expenses Paid

Date	Description	Fund	Amount
1/10/17	Shelby Ozaki – fun fair food; postage to pay invs, g/c, etc.	Fun fair	17.15
1/10/17	KCC – Rental for parking lot	Fun fair	100.00
1/10/17	Good Guys Music & Sound – sound system	Facilities	3,917.28
1/10/17	Coach Holden – PE Equipment	FF Grade Prize	71.16
1/10/17	Cindy Wong – misc items for students	FF Grade K Prize	127.61
1/10/17	Grant Giventer – Dec GMM bentos, bear, snacks, G/C	Dec GMM	535.64
2/1/17	Shaleah Soliven – Parade bentos, registration	Special Activities	174.40
2/1/17	Janice Yap – food items	Wellness Program	32.78
2/1/17	Coach Kelly – CD for PE	FF Grade Prize	12.44
2/1/17	Ground Transport Inc – bus to zoo (partial invoice)	FF Grade 3 Prize	300.00
2/1/17	Gopher – PE equipment	FF Grade Prize	350.37
2/1/17	Carin Shirts Inc – shirts for students	FF Grade 5 Prize	838.74
2/1/17	Rolloffs Hawaii – balance of invoice	Fun Fair	275.10
2/2/17	Chris Choy – refreshments for flu clinic	PCNC	25.12

Fun Fair Income	Revenue	Spent	Available	Paid for
Grade TEAM	445.50	81.46	364.04	game exps
Grade K	520.00	127.61	392.39	Misc items
Grade 1	791.50	408.00	383.50	Bus fees to NBC
Grade 2	508.00		508.00	
Grade 3	419.00	300.00	119.00	Bus fees to zoo
Grade 4	411.50		411.50	
Grade 5	2,023.50	838.74	1,184.76	T-shirts
Tshirt & Yearbooks	134.00		134.00	
Free Throw & Dunk Tank	964.50	563.97	400.53	Dunk tank fee, equip fr city mill, CD, equip fr Gopher
Total Revenue	6,217.50	2,319.78	3,897.72	