

Liholiho Lualima PTA
Board of Directors Meeting
Liholiho Elementary School Library
September 18, 2018
6:00 PM

Meeting Minutes

- 1) Call to Order- meeting called to order at 6:09 pm by President Heather Florendo
 - a) Introduction of all PTA members present
 - i) Present (17): Christina Small, Shannon Oide, Namie Wong, Lynn Sakata, Denise Gibo, Carolyn Wilcox, Reimy Kuroda, Janel Denny, Tricia Kunihiro, Renee Young-Chan, Wai Kee Chan, Kawehi Onekea, Jocelyn Gabriel, Tanner Marsh, Misty Sumida, Mirasol Domingo-Panoke, Heather Florendo
 - b) Potluck provided by PTA members

- 2) Principal's Report, Mrs. Small
 - a) New hires: Ms. Dita R (retired librarian from Punahou) and Mitzi
 - b) Due to some staff not being able to make it to Open House on Wed, 9/19, Open House for K-2 will remain in cafeteria
 - c) Melissa will speak on behalf of PTA at Open House

- 3) Officer's Report
 - a) President, Heather Florendo
 - i) Minutes from September meeting was approved by board
 - ii) PTA Calendar: due to some PTA meeting being scheduled during intercessions, some dates will change.
 - iii) October PTA meeting will be on October 16
 - iv) Will follow up and confirm other date changes

 - b) Secretary, Reimy Kuroda

 - c) Treasurer, Jocelyn Gabriel
 - i) Turn in any reimbursement requests to her
 - ii) Sending file for expenses to be posted with minutes

 - d) 1st VP – Membership, Renee Young-Chan
 - i) Current membership: 76 members
 - ii) Direct donations: \$1120
 - iii) Blue mailbox key found, she will be responsible for it
 - iv) Reminder: All PTA business goes into the blue box

- e) 2nd-5th VP – Fundraising, Wai Kee Chan, Denise Gibo
 - i) Check received from Chuck E Cheese: \$602.79
 - ii) Check received from Kona Ice: \$110
 - iii) Give Aloha: \$650 as of last week Thursday, September 13
 - iv) 3rd round of Give Aloha letter being sent out in this week's Thursday folder to remind and give update on top class
 - v) Fundraising committee met to review calendar
 - (1) Due to Turkey Trot being on November 14 and it being very close to Fall Festival (11/10), therefore proposing to change Fall Festival to a "Spring Fling" in February
 - (2) Board agreed and proposed dates are February 9 or February 16. Teachers will discuss with the faculty at upcoming meeting
 - (3) Request that all board members participate in planning and working during this event
 - (4) Fundraising totals will guide in planning how big the Spring Festival will be.
 - (5) Ideas and input welcomed by board. So far ideas: bouncy houses, games, dunking booth, food trucks

- 4) Committee Reports
 - a) Teacher Representatives- Lynn Sakata, Tanner Marsh
 - i) Lynn requested for Spring activity to be on February 9, due to 5th grade camp
 - ii) Will ask faculty about the date

 - b) December Meeting Chair, Namie Wong
 - i) Still in search of a Santa, if none available, will not have Santa
 - ii) Planned 3 activities/games
 - iii) Photo booth/backdrop
 - iv) Requesting help from board members
 - v) Called Toys for Tots and no response
 - vi) Date to be confirmed with K-teachers, proposed date of December 19

 - c) March Meeting, Tricia Kunihiro

 - d) May Meeting Chair, Misty Sumida

 - e) Special Activities Chair, Mirasol Domingo-Panoke
 - i) Kaimuki Christmas Parade: December 6
 - ii) Seeking a convertible/golf cart for Mrs. Small to ride in during parade
 - iii) Seeking a trolley for all families to ride in
 - iv) Want to keep the Hawaiian theme and would like to have a student dress up as a "warrior" and sing the usual Hawaiian songs
 - v) Only student council students to hold banner

- f) Donations Chair, Janel Denny
 - i) August/September requests went out
 - ii) Agreed that monthly is too much, so will do every other month
- g) Hospitality, Carolyn Wilcox
 - i) For future PTA meetings, will limit the number of contributors for potluck
- h) Webmaster, Kawehi Onekea
 - i) Email her directly with subject: "Please post on website"
 - ii) Intercession magic class will be posted
- 5) Unfinished Business
 - a) Fans for cafeteria: confirmed that if purchased through PTA it is a "private" purchase so no need to follow DOE guidelines
- 6) New Business
 - a) Movie night- October 29, Halloween theme
 - b) Mirasol to work on this, presale food and contact Steve from Anuenue regarding food
- 7) Adjournment: The meeting adjourned at 6:45 PM



9/18/18

Reimy Kuroda

Secretary

Liholiho Lualima PTA