

**Executive Board Meeting Minutes
June 30, 2014
Home of Paul Eichen**

Board Members in Attendance:

Leah Kirby, Paul Eichen, Amy Highfill, Brooke Diaz, Donna ValVerde, Carma Sanchez, Shawn Sheeron, Amanda Dahlgren, Barbi Manry

Minutes taken by Barbi Manry.

Meeting called to order by Leah Kirby at 6:25pm

Retreat Planning:

Survey

If you have not completed survey yet, please do so ASAP. Document in teamwork and drop box.
(Also using drop box to hold copies of files received; for code to access contact Leah)

Finalize Agenda

Information from survey, budget items, ask specific needs from teachers, breakdown middle school, Mission statement, Purpose, Role and Task of PTO, goals, problems to solve, Bylaws, Field trips.

Food

Amy will create document for people to list what they will bring.

Transportation

Carpooling – Paul is driving and has seats open

Calendar Review:

First PTO meeting September 8, 2014, PTO Board meeting Sept 22

If possible, change Back to School Bonfire to Sept. 21 -- Ask Melissa to check on permit

Add August 12 PTO Board meeting

Forms required for events

Everyone needs to fill out forms for their events i.e. Art Corp, Dia De Los Muertos, Any event PTO does on Campus

PTO Website

Amanda just got access will be updating, everyone to check contact list and update for current

Back to School Planning:

Campus Clean up

Discussion re: cost of dumpster vs. taking to the dump ourselves, Shawn will forward cost of dumpster it is approx 500-600, cost of the custodian to come in on the weekend day. Do we need a clean up before school starts. Add to retreat items for discussion.

Kinder Orientation

Barbi will set up tables for information and sign ups. Representatives of PTO board will be there to meet and introduce Los Compadres and help answer questions sign up volunteers.

Back to school Packets

If you want something included in packets, need to have copies ready by the date of the retreat.

Parent Welcome Breakfast

Colleen handling Food?

Welcome back Bonfire

Ask Melissa to check if we can get a permit for Sept 21st because there are Boat races the weekend of the 14th.

Communications

E-announcements are part of the schools they will stay the same.

Google Groups

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We still need for each Google groups for each class and Room Parent group. Amy will look check into other ways to communicate for PTO groups.

Actions Taken:

1. The Board approved paying for the bus transportation for the June Day at the Bay event from previously approved field trip funds. The expenditure is approximately equivalent to funds remaining in the field trip budget, or \$1,650.
2. Michelle Chapell was appointed Financial Secretary by the Board President to assist the Treasurer with accounting matters.
3. The Board President determined that the directors having signature authority for the Los Compadres checking account for this term shall be Leah Kirby, Shawn Sheeron, and Amy Highfill.

Leah Kirby Motion to Adjourn, Shawn Sheeron second the motion, meeting adjourned at 10:30pm.

Next Los Compadres Board meeting: August 12, 2014 6:00pm @ Paul's House.

A majority of the Los Compadres Board Members approved the above Minutes,

A handwritten signature in black ink, appearing to read "Paul Eichen". The signature is fluid and cursive, with a large initial "P" and "E".

Paul Eichen, Secretary