

Archer Glen PAC Meeting Minutes

August 22, 2019 @ 10:00 am

Board Members:

Morgan Luccio: President

Rachel Raab: Vice President

Jenny Douglass: Communications Creative

Megan Bise: Communications Online

Carli Weckerly: Secretary

Amy Lesyk: Treasurer

Tiffany Yandt: Fundraising

Heather Reeves: Volunteer

Charise Weller: Hospitality

PAC Calendar Dates

- August 29: Supply Night
- September 3: First Day of School + Boo Hoo Take 1!
- September 4: Boo Hoo Breakfast Take 2
- September 5: Boo Breakfast Take 3 + PAC Meeting
- September 13: Fun Run Assembly
- September 19: Back to School Night!

- September 27: FUN RUN!!!
- October 1: Room Coordinator Meeting
- October 4: Picture Day

Presidents Report- Morgan

Fun Run

- Sponsors are doing great with over \$6800 in so far. We need more \$150 level sponsors - Jenny will do FB post
- Lots of new sponsors from incoming kinder families
- Using Thermometer sign in hallway to show progress
- Need to order new tattoos since we only have 400 left. Jenny will create a new design.
- Amy would like to cut an advance check to teachers on the first day of school if possible.

September PAC Meeting we will do a group photo.

PAC Meeting Opt. Out - Per our bylaws we are allowed to skip one meeting per year. Morgan suggests December 5. In lieu of a meeting PAC will go out to breakfast and celebrate our accomplishments.

PAC Closet

- Pile of Unwanted things will be tossed soon.
- Camera Equipment - camcorder is available for anyone to use.
- Thank you Notes - need new ones designed.
- PAC Shirts - anyone can order PAC apparel of their choice at their cost. Adams has the screen print set up.

Funding for Big Events

- Charise fronted a lot of money for the staff appreciation week. In order to prevent this from happening again the Board discussed obtaining a debit card or buying a preloaded VISA or gift card.
 - It is not currently in our by-laws if a debit card is allowed. Amy would have more reconciling to do, and it would be one more thing to make sure is secure.
 - The Board decided to buy a pre-loaded VISA with the event's budget loaded. Receipts will still be submitted as usual. Fees are nominal, with a one-time fee of \$6 for set up.

Quarterly newsletter will be sent at the end of each quarter recapping the events.

Financial- Amy

- Fun Run Checks are starting to come in.
- Beginning of the month balance was \$43,368. Our current account balance is \$43,198 - expenses were only some carnival reimbursements. We will have \$38,765 after all pending expenses.
- We are encouraged to spend money earned in the same calendar year. We must keep \$15k in reserves (although Amy prefers \$20k to have buffer).

Communications- Jenny

Eddie - new mascot costume. Our current one is 10 years old and is uncomfortably hot. The fan is broken. Options:

- Replace just the fan for \$12-\$180 and invest in a cooling vest.
- Order the exact one we have with a guarantee for \$870 + shipping.
- Custom-made \$4000 - (Board decided that was not necessary)
- Jenny passed around other options with ranging prices.

- Because we will not be able to get the new full costume in the next few weeks, it was decided to purchase a new fan and cooling vest. These items will be transferrable when we purchase a new costume.

Events on the Facebook Calendar:

- PAC Meeting: September 5 @ 8:30am (after Boo Hoo)
- Back to School Night: September 19 @ 6pm
- Fun Run: September 27 ALL DAY (see Friday Folder Handout for your child's running details.)
- Picture Day: October 4

Sportswear - Revamping line. Jenny presented new slogans and designs for review.

- We will choose 3-4 designs to order and sell. Would like to have short sleeved t-shirts, long sleeved t-shirts, moisture-wicking t-shirts, and hoodies available for sale.
- Adams has an online store we could set up. Since they have the screen print all set up, there are many items available for purchase.
- The Board decided we will need to break this project up in phases. The first phase being selecting the designs and ordering the merch. The online store can be the next phase if the demand is there.

Fundraising- Tiffany

- She will present "Dine Out" ideas on September 5.

Volunteers- Heather

- Background Checks
- Eddie Volunteers for September
- Coordinators

Hospitality- Charise

- Boo Hoo Breakfast - we will provide bars and Dutch Bros coffee.
- Back to School Week

Adjourn

In Attendance: All Board Members (except Tim Smith, Tiffany Yandt, & Megan Bise)