



**SMS Parent Faculty Club Meeting Executive Board
February 25, 2020**

Attendees: Michelle Marks, Amber Payne, Emily Barazi, Angelique Ball

- Call to order @ 5:13 PM by Michelle Marks
- January Minutes were approved by Michelle Marks and seconded by Emily Barazi
- President's report:
 - Looking ahead to Board recruitment for 20-21 year. Michelle and Amber departing. Emily would like to be relieved of Treasurer duties but agreed to stay on in a different capacity and "co-treasure" with a new person. Angelique will stay on as Secretary and will consider the VP role if needed.
 - Asked to call or reach out personally to anyone we know who may be interested and willing to volunteer.
- Treasurer's Report
 - Balance assets at \$58,011.86
 - P&L details: Little change since last report, a few small expenses.
 - Budget vs. Actual: Little change
 - No reply from the IRS regarding abatement of tax fees (see previous notes for history) but Emily was told that it could take until summer to get a reply.
 - Constant Contact debit was a mistake in Quickbooks and the account has actually been cancelled. Emily will follow up on this item to be sure.
 - Dine and Donate revenue: Fazerrati's Dine & Donate generated \$150 but has not been recorded yet. Need to follow up on the Habit Dine & Donate check - when can PFC expect payment.
- Principal's Report
 - Michelle reporting on Jen's behalf: State of the District meeting on 4/21/20 at 9AM. SMS would like 2 representatives; invited Emily and Angelique to participate. Both agreed to attend.
- Fundraising
 - **WOW Week March 23-27** : Wacky Fun Run has been approved by Jen and teachers to be the student activity and pledge driver for WOW Week. Students will get pledges to participate (not count laps like a Jogathon). There will be a wacky costume station, a wellness station. Need parent help for the Run on 3/27/20. Amber brought attention to a Therapy Dog in Napa and suggested that the dog could visit SMS during WOW Week to support wellness.

- Misc.
 - Open House 3/31/20 planning. Go back to pizza? Decided that one food option would be better for vendors. If so, need to cancel the taco truck and ask him to come to BTS night in the Fall. Emily suggested getting some green tablecloths with PFC printed to make a stronger statement.
- Meeting adjourned at 5:48 PM
- Next Executive Board meeting March 19th @ SMS Library at 6:00 PM