

Hoover Performing Arts Boosters
Minutes of the Meeting

Wednesday, 6:00 p.m., August 30, 2017

- Welcome and Introductions
 - Kristy welcomed everyone to our first meeting of the year. The teachers and board members each took a turn with their personal introductions.
 - Kristy reviewed who and what the PAB does by explaining that we support all the PA teachers with fundraising, bake sales, concert/ticket sales costumes, etc. She expressed our need to fill the outstanding open positions of President and VP, and also stressed the importance of parent volunteering.
 - A reminder was given to the teachers to try to have their anticipated budget for the year available at the next PAB Meeting. Kristy offered to supply a template if needed.
- Meeting Minutes
 - Meeting Minutes from the May 5th, 2017 Meeting (last meeting of the 2016-2017 school year) were reviewed and approved.
- Treasurer's Report:
 - Gina was at the meeting and handed over her books to Marie. The monthly spreadsheet was distributed to attendees.
 - Gina announced that due to our high account balance, PAB was able to gift \$500.00 to each of the teachers to use as they wish. ☺
 - There are several checks not cleared and Gina urged teachers to please cash these outstanding checks ASAP.
 - Bank Account:
 - We will be **removing** the following people as authorized signers on PAB Bank Account: Gina Rayer, Katherine Andrews and Sandra Asplund.
 - We will be **adding** the following people to the Bank Account: Quynh Junio, Marie Castaneda and Danielle White
- Board Positions
 - Kristy reiterated that we really need to fill the Pres/VP positions. She stressed that we

- need to fill the rolls in order to keep the PAB going and that we will all work together and help each other as a team. There is always the option of co-leading to help with the workload.
- We will continue recruiting efforts at the Fiesta con las Familias with a table set up tomorrow and any other opportunities that come up.
 - Other
 - Student of the Month:
 - On the 20th of each month the PA teachers select a Student of the Month (one student picked from each grade level). Currently, the student receives a certificate and Target gift card. Ms. Jordan suggested that we do away with the gift card. After opening this up for discussion, it was decided that this year we will change it up and present each student instead with a certificate and gift bag that will include a few treats and a pass for one free dress day. Also, Ms. Jordan asked if the certificates can be made more customizable. All the teachers and Mr. McCloskey agreed to this change.
 - An incoming 6th grade parent in the group suggested that it would be very helpful if there was a Booster Bulletin Board somewhere that would be convenient for both parents and kids. We could then post all announcements, Student of the Month names, upcoming events and sign-up forms. Ms. Jordan suggested placement between rooms 74 & 75 on the 70's building. Everyone was in agreement and we will look into acquiring a board and getting it installed.
 - Volunteer Recruitment
 - Kristy asked for feedback on what we can do to get more parent volunteers and involvement in PAB. Some suggestions included having sign-up sheets at the events, use incentives to get kids to urge their parents, and incentives directly to parents.
 - Monica explained how the Sign Up Genius (SUG) is set up with incremental time slots with brief job descriptions. Since the allotted description space is so small, we will elaborate on the task details on our website so that volunteers have a more clear understanding of what is needed.
 - Monica reminded everyone that students are encouraged to sign up and they will get volunteer hours as well. They can do any of the jobs except directly handing money.
 - Teachers were encouraged to assign a “Super Parent” to their classes. This would be very beneficial in getting more parents involved and it would really help streamline communications and volunteering opportunities. Kristy said that we would be happy to help them with a sign-up template if needed.

- Upcoming Events:
 - **August 31 – Fiesta con las Familias**
 - **September 6 – Back to School Night**
 - **September 27 – Premier Concert – 7pm, Main Gym**
 - This event will be approx. 1.5 hours long. Performing are Advanced Orchestra, Band and Choir.
 - **Other Events:**
 - Ms. Garfinkel announced that Band and Choir will be taking their trip in Winter instead of Spring this year (February 16-19). They will begin fundraising with candy sales in September.
 - Ms. Jordan also announced their trip which will be May 10-12. They will be going to Universal Studios, Paramount Studios and Warner Brother Studios. They will begin their Snow Cone Fundraisers soon.
- The next Boosters meeting will be held on Wednesday, September 13, 2017 at 6:00 p.m.
- Conclusion:
 - Kristy then concluded the meeting asking for any suggestions to keep this nice large group coming back. Cookies and keeping the meeting to an hour were suggested. ☺

There being no further business to discuss, the meeting was adjourned at 7:00 p.m.