

Robert Service High School PTSA Zoom Meeting Minutes Tuesday, April 12, 2022

Meeting called to order: 6:07 PM

In Attendance:

Amber Lathrop – President
Liesl Carter - Secretary
Kelda Barstad - Treasurer
Robin Wittrock - Spirit Wear Coordinator
Chris Lubken - Teacher Liaison
Holly Rogers – Cougar Cache
Heather B. Alvarado – Cougar Cup
Jenada Johnson – Former PTSA President
Janeen Wilkins – Parent

President’s Report: Amber Lathrop

- Getting in touch with Hanshew Principal and PTSA to encourage rising Freshmen parents to join the Service PTSA
- Working on a list of jobs with associated times
- Went to a State PTA meet and greet; signed up for many Facebook groups to help share/gain information
- Alaska PTA conference is end of April; virtual and in-person
- National PTA conference is 14-19 June in Maryland

Secretary’s Report; Liesl Carter

- March minutes reviewed – Holly motions to approve minutes; Robin seconds. Approved.
- Updated website to congratulate our three Service Reflections winners heading to the National competition

Treasurer’s Report: Kelda Barstad

- Treasurer’s Report for February and March - Holly motions to approve reports; Robin seconds. Approved.
- Reviewed draft Financial policies; no issues
- Will also write up a very detailed list of instructions of how to handle all the accounts and various Treasurer responsibilities
 - Liesl will compile the job descriptions, policies, responsibilities, and instructions into a type of operating manual

Cougar Cache Report: Holly Rogers

- Eight club takeovers this month
- Still need adult help
- Requesting student and volunteer recognition
 - Offer 8 x adults a piece of spiritwear
 - Offer 6 x students socks and a T-shirt
 - Give Stacey gift cards, plus spiritwear
 - Liesl motions to give up to \$500 of spiritwear/giftcards to Cougar Cache volunteers, Chris seconds. Approved.

Cougar Cup Café Report: B. Alvarado

- B will not be returning as Cougar Cup coordinator next year
 - Willing to help in Fall to get it rolling
- Need more volunteers; Only two consistent students and two adults
- Usually open four days
 - Makes approximately \$50/day, but only open for 20 min

Spirit Wear Report: Robin Wittrock

- Received Butteville invoice from last Fall - \$1292
- Order with Dooley's is complete
- Hoping to get new products in the store this week – long-sleeve forest green T-shirt, kelly green hoodie, and sweatpants with different logo
- Also hoping to get most teacher's gifts distributed this week
- Once new items online will do the Spring sale and announce the new items simultaneously

PTSA Membership Report: Vacant

- 54 members

Media Report: Vacant

- No report

Reflections Report: Amber Lathrop

- Three state-wide winners headed to Nationals
 - Should know results by May 1

Principal's Report: Allen Wardlaw (absent)

- N/A

Student Government: Absent

- N/A

Funds Request:

- Mr Lubken – \$1000 for more band/choir/orchestra uniforms
 - These groups share the same uniforms and have gotten new ones over the past few years
 - However, this year we didn't have enough sizes for everyone
 - Received the class list for next year and it is significantly larger, so we will definitely be short on uniforms
 - Will use the donation on Donor's Choose to hopefully double the amount available
 - \$1000 for band/choir/orchestra uniforms; Holly motions, Amber seconds. Approved.

Teachers' Liaison: Christopher Lubken

- Graduation is at the Alaska Airlines Center; students get six tickets each
 - All schools using Alaska Airlines Center

Old Business:

- ✓ Payment of \$750 for Ayman, for summer program scholarship, was paid
- Kelda never received a funds request from Eileen Foley for planners or Mr Congeniality contest
 - Chris will follow up

New Business/Tasks:

- Liesl recommends opening a Carlile Account to reduce shipping costs to Alaska
 - Example: 42lb box costs \$19 to ship from Tacoma to Anchorage
 - Robin will check with Dooley's to see if that will help on shipping costs
- Nominations for 2022-2023 Board
 - Amber – President
 - Janeen – Vice President
 - Liesl – Secretary
- Summer Meetings
 - June 14, 2022 at 6 pm
 - July 26, 2022 at 6 pm (week before registration days)

Volunteer Opportunities:

- 2022-2023 PTSA Positions –Treasurer, Cougar Cache Manager, Cougar Cup Manager, Social Media Chair, Alumni Representative, Membership Chair
- Cougar Cache and Cougar Café volunteers will be needed next year as allowed to open

Meeting Dates:

- Second Tuesdays at 6 pm (*exceptions): May 10
- Summer Meetings at 6 pm: Jun 14 & Jul 26

Next Board Meeting Date: May 10, 2022

Meeting Adjourned: 6:48 pm

NOTE:

- Indicates motion
- ❖ Indicates task
- Indicates a question / open discussion