

Somerset Elementary PTSA
EC Meeting Minutes
Thursday, October 7th, 2021, 7:00pm – 8:47pm
Virtual via Zoom meeting

Attendees: Yim Cheng, Peggy Wang, Catherine Qu, Xing He, Beibei Yang, Lily Zhu, Yuki Yang, Lancia Guo, Kelly Mao, Demi Wang

Quorum Present: Yes

Notice Given: Yes

1. President

- Distributed the work and responsibility for the different awards. Plan to apply for FACE, Outstanding Communication, Outstanding Newsletter, Outstanding Website, PTAs Taking Significant Action and Standards of Excellence award.
- Need to decide if we will run the volunteer recognition awards. If so, need to establish a volunteer committee. Get candidates for each award and then collect votes.
- This was voted on in the board in the past and turned down because it's hard to just recognize one person. It's a group effort, all volunteers, teachers, EC members contributed a lot of time and effort and should be recognize. Need to be decided on in the next EC meeting.
- Need to send one representative for each Bellevue Council meeting. Each member go at least once so we can cover the different months.
- Need to have members approved in next EC/BOD members in next general meeting.

2. VP Communications

- WeChat is not the formal communication for PTSA. Need to send all communications through enews and Facebook. Avoid sending through WeChat group. When we speak, we need to be aware that we are representing the PTSA.
- Volunteer signup should also be first publicized in enews and Facebook. Only in the case that we don't have enough volunteers, should be then use WeChat group as backup.

4. VP Means and Ways

- Currently raised \$79350 through Fall Fundraising.

- Sent individual emails to those members who haven't donated. 18 donated afterwards. Want to send one more email to push final fundraising.
- **TODO:** Have room parents send out one more email to promote it.
- MOD pizza, discuss host event in both Factoria and Newport store to solve staffing/delay issues.
- Would like another co-chair for art auction. VP can consider leading and making the major decisions on the art auction as it would be a smaller event compared to previous traditional auction.
- Different options such as gallery, online auction have advantages and disadvantages and budget concerns. Just need to pick a choice and execute on it. Then divide the work.
- Peggy will send blurb to look for walkathon chairs in newsletter.

5. VP Programs

- Haven't heard back about the movie license, not sure if it's related to the WAPTA membership. Need to follow up and set the dates for movie night.
- Kelly is currently following up on chess club regarding building usage rental fee.
- Reading club received 86 sign ups. Chair will then distribute the work based on grade.
- Reflection. Done with initial registration form. Need to promote more participation through the school
- Also planning drama club. This will be considered outside vendor.
- Teach Appreciation Rainbow Week has been very successful. Well received and praised by principal and school staff.
- **TODO:** Reading club. Need more details regarding prizes, activities, plan to attract more participation.
- **TODO:** Need to print flyer for Reflection to distribute to each class/student
- **TODO:** Need contract for Chess club to calculate revenue

6. Treasurer

- Went through the budget sheet for this year

- Budget calculated based on previous year's expenditures, will not necessarily spend all of it this year.
- **TODO:** Correct budget for Curriculum Enhancement. Amount on budget is too small.

Meeting was adjourned at 8:47pm

Signed by: Yim Cheng, Secretary, 10/07/2021