

**Somerset Elementary PTSA
GM Meeting Minutes
Thursday, October, 20th, 2022, 8:00pm – 9:30pm
Hybrid (In-Person in Art Room & Virtual via Zoom)**

Attendees:

Stephanie Lee (EC)
Xi chen (EC)
Jixiao Ma (EC)
Chu Chen (BOD)
Stephanie Keehn (BOD)
Lisa Leung (BOD)
Mari Bisson (BOD)
Ping (Emma) Hao (EC)
Cindy Hsin Wang (EC)
Joanna Yang (BOD)
Yanli (Lily) Zhao (EC)
Cathy Elder (Staff)
Carina Luo (EC)
Shan Shi (EC)
Eileena Khattar (EC)
Susan (GM)
Yaxuan Yang (GM)
Sandrine Gupta (GM)
Irene Valdes Wochinger (GM, Advocacy Chair)

Yingqi Zhao via Zoom (EC)

(EC 10 out of 12 + BOD 5 + GM 4 + Somerset Elem. staff 1) = 20 in total

Quorum Present: Yes

Notice Given: Yes

1.Administration

- Oct 20, 2022 GM Meeting Agenda (Xi made a motion, then everyone approved)
- Executive Committee and Board of Directors Appointments (Lily made a motion, then everyone approved)
- 2022-2023 Standing Rules (Joana made a motion, then everyone approved)
- 2022-2023 Budget (Revised) (Cindy made a motion, then everyone approved)

2.President Update

- Presented current EC board, including this year's Appointed Directors
- The Nominating Committee will find volunteers for the open positions. We will need at least 3 Nominating Committee members for the Jan GM.
- All EC roles could take a look of reward, and fill in your name if you would like to apply for the awards.

3.Principal Update

- We are in the middle of the unity week to prompt being kind. Students have been introduced to a book 'speak up'. There will be cup fence art on the field.
- There has been 12+ hours of professional development for our staff (Literacy and Math focus) this month.
- All the teachers are appreciating Thursday morning's teach appreciation event.
- All fundraising efforts and appreciated.
- For the winterfest, we will use drama, music, etc. to celebrate. We already started to plan for that, including the performance and parking. **We need more volunteers!**
- A survey will be sent out, including lookin for your celebration experience and if you are interested in being a volunteer.

3. Secretary

- There are 214 signed up as family members, which have been uploaded to memberplanet. There are ~60 single family members, which might be due to the misunderstanding of the website instructions, so Shan Shi will email them to update the membership status.

4. VP Communications Update

- COntinue work on the Enews. If you have anything to share, please send it by Thursday noon. All the events will be published on Enews first and there will be recap after it's done.

- Bellevue is looking for a superintendent. All parents are welcome to apply, which will be shared on Enews as well.
- There is a cultural calendar on our website. Parents are welcome to review and provide feedback.

5. VP Means and Ways

- We have made a massive effort to encourage fundraising. Now we have received \$80K, which doesn't include the company matching:
 - o Posters and flyers at school for the conference week (Done)
 - o Fall fundraiser flyer to kids yellow folder (Done)
 - o Room parents send email to parents (Done)
 - o Update PTSA website to add donation link
 - o Will send 80 thank you cards. All EC and BOD members can sign up on the cards.
- Still looking for chairs for brown bear wash tickets and color run events.
- Dine out is monthly event, involving multiple restaurants, such as MOD, panda express,
- Each brown bear car wash ticket, we can earn \$9, so the target is sell 2 tickets/student

6. Treasure

Emma mentioned there would be some changes:

- We will have no auction this year
- Reduce the fundraising budget
- Still working on the bank fee. Last year it's about \$10k, which is about 5% of the fundraiser. Trying to reduce it this year.

It is required to have a financial review every year. We will hire an external person outside to review the work.

7. VP Programs

- Trick or Trunk is an event in the parking lot for Halloween. There are 16 trunk hosts for now. The reason why we charged \$2 for siblings as the candies are expensive. The presidents already tried their best to get candy donations. The \$2 is to cover the cost of hosts to prepare for the candies. All students will receive a flyer this Friday. **We still need hosts and volunteers.** Parents are welcome to donate the candies. Please hand them to the front desk.
- For the teacher appreciation event, we will need more volunteers for the following 3 weeks.

- In November, there will be national reflections. All students are encouraged to submit their art or music videos. The work will go to Bellevue and then go to the state. The great art work will be exhibited in the Factoria mall. Every year, there is a theme. This year, it is called 'show your voice'

8. Other

Meeting was adjourned at 10:00pm

Signed by: Shan Shi and Xi Chen, Secretary, 10/22/2022