

PAC Executive Board Meeting Minutes

Wednesday, February 13th, 2019 @ 6:00 PM

AEHS Room 2201

Attendees: Kip Golden, Jeanne Mader, Amy Weyenberg, Ivy Wendland, Lisa Lamers

- Review of edited by-laws? Will be reviewed at next meeting
- Review of budget – will be reviewed at regular PAC meeting

PAC Meeting Minutes

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AEHS Room 2201

Attendees: Kip Golden, Jeanne Mader, Amy Weyenberg, Ivy Wendland, Lisa Lamers, Laurie Burns, Julie Gilkey, Ginger Schaden, Tim Zachow, Jessica Lee, Sarah Neubauer, Sherry Boreson,

Call to Order meeting called to order by Kip Golden at 6:30pm

Minutes of January 2019 Meeting (Ivy Wendland)

- Motion to approve by Jeanne Mader, 2nd by Amy Weyenberg, minutes approved

Volunteering Brainstorm

- Focus of our meeting tonight is to brainstorm new approaches to getting parents to fulfill volunteer requirements

Problems to Solve:

Number One: Fulfilling volunteer requirements

Ideas:

- Upperclassmen fill spots
- Signup easability, make sure mobile friendly
- Document and communicate volunteer expectations
- Assign teams to specific nights/games
 - Decision to pursue this idea; Julie, Jessica, Sarah and Ivy will meet 3/2 to come up with an approach

Additional brainstormed problems to solve:

- Rely too much on parents volunteering for their own sport rather than viewing this as a school year requirement not sports season requirement
- People thinking they can only do concessions to fulfill requirements
- Early game times
- Sign up process is not easy
- Sign up solution not always mobile friendly
- Lack of liaison role expectations
- Poor communication of volunteer requirements
- No-shows or cancellations
- Not enough workers and can't open
- Volunteers leaving early

- Bringing minors
- Same group of people/PAC members are volunteering
- Lack of accountability

Treasurer's Report (Ginger Schaden)

- Created account for endowment fund using 10% of what was left last June
- Budget reviewed:
 - Changes: eliminated pancake breakfast and insurance, added coach/board appreciation events
 - Motion to approve expense budget by Lisa Lamers, 2nd by Laurie Burns, motion carries

Vice-President's Report (Amy Weyenberg)

Activities Director Report (Tim Zachow)

- Tyler Locke in Sectionals for wrestling, good chance of getting to state
- Hall of Fame game (Erica Halley – swimming, Dan Schubert – cross country/track) on Thursday Feb 21st
- Winter sports banquet – Monday, March 11th at 6:00
- Hosting two regional games 2/22 and 2/23, possibly Sectional game 2/28

Membership Report (Jessica Lee)

- No new members

Buyer Report (Deb Stewart, Lisa Hansen, Sherry Boreson)

Discussions

Concession Leads

- **Fall – Inside:**
 - Boys Volleyball: OPEN
 - Girls Volleyball: Sarah Neubauer/Jason and Kari Neubauer
- **Fall – Outside:**
 - Freshman: Sarah Birn (liaison), Andrea Mesa (concessions lead) and Don Harp (grill)
 - JV: Tom Mangold (concessions lead) and Bryan Jones (grill)
 - Varsity Football: Holly Lamb (JV/Varsity liaison), Allison Golden (concessions lead) and Rick Pyle (grill)
 - Boys Varsity Soccer: Julie Gilkay
- **Winter:**
 - Boys and Girls basketball: Jeanne Mader
 - New co-lead for basketball concessions next year is Cori Arizola
 - Wrestling: Julie and other wrestling parents
 - **NOTE:** need a winter griller for this year
- **Spring Outside: need to confirm these**
 - Baseball: still needed (both V and JV)

- Softball: Sarah N, other parents will cover
- Varsity Girls Soccer: Sherry Boreson
- JV Girls Soccer: Amy W
- Varsity Track: Cory Arizola
- JV Track:

Sports Booklet (Kip Golden)

- Will have it ready for winter sports banquet

East Wear (Pam West)

- Need to find new coordinator(s) – Kip has asked Keith Doscza

Patriot Scramble (Corey Feller)

Liaisons (Sarah Neubauer)

- Girls' Soccer parent meeting on Mar 4th @ 5:30

Volunteer Coordinator (Julie Gilkay)

- See notes above re: volunteer ideas

Athletic Banquets (Julie Stoffel, Sherry Boreson, Deb Stewart)

- Sherry will be out of town for winter banquet, will let us know if she needs help

Scholarship Committee (Laurie Burns, Sarah Curran)

- Applications due Mar 15th, none received yet

Other Agenda Items

- NEW TOPIC: look into the possibility of getting an ATM at East
 - Kip will talk to contact person at CFCU
- Ensure the PAC meeting minutes from the previous month (after approved) are downloaded to the website (Secretary)
- Vote to transfer \$3,000 to the AEF fund for our Scholarships at the February PAC meeting (PAC members)
 - Motion to approve transfer made by Amy Weyenberg, 2nd by Jeanne Mader, motion carried
- PAC Scholarship applications are due mid March (Scholarship Committee)
- Remind PAC members to start thinking about nominations for the PAC Volunteer of the Year award; we accept nominations at the March PAC Meeting (President)
- Coordinate East Wear sales during home games and winter sports banquets and spring parent teacher conferences (East Wear Coordinator)
- Inquire with Board members to see who will be returning next year (President)
- Begin recruiting new Board members for open positions and announce vacancies at PAC Meeting (President)
- Coordinate and plan the winter athletic banquet (Athletic Banquet Coordinator & Activities Director's Office)

- Compile a list of winter athletes and which parents are PAC members for the winter sports banquet program (Athletic Banquet Coordinator, Membership Coordinator & Activities Director's Office)
- Order appropriate awards for the winter athletic banquet (Athletic Banquet Coordinator & Activities Director's Office)
- Pick up PAC mail from the East office mailbox at least 2 times per month (one of the pick up times should be on the day of the PAC meeting) and distribute items as needed. (President and/or Vice President)

Motion to adjourn made by Amy Weyenberg, 2nd by Sarah Neubauer, meeting adjourned at 7:32pm