

**CCCS HSA BOARD MEETING
MINUTES
February 1, 2018**

PRAYER AND CALL TO ORDER

Laurie Ghigleri called the meeting to order at 7:45 a.m. In attendance were Laurie Ghigleri, Jackie Bini, Christel Saindon, Mr. Kraus and Mrs. Shannahan.

Michelle led the group in opening prayer.

TREASURER'S REPORT

Michelle provided the Board with a budget update. There is \$12,314.16 in the General Checking Account, which includes \$5,000.00 in reserves, resulting in available funds of 7,314.16 and \$15,314.91 in the Games Account, which includes \$2,500.00 in reserves, \$2000 allocated for Security updates, \$2800 allocated for Curriculum updates; and results in a total of \$8,014.91 available. Michelle will set up a meeting with Mr. Kraus to finalize dispersing of Games Account funds for the identified projects as these funds need to be spent by May 2018.

OLD BUSINESS

SPAGHETTI DINNER

Julie Hudak was unable to be at the meeting, but Laurie noted that Julie has secured the food from Roman Villa again. Julie, Michelle, and Laurie are finishing purchases of paper goods, etc. today and tomorrow. A request for volunteers and wine donations went out in the eblast via Mrs. Shannahan. We have plenty of volunteers for Friday afternoon set up at 3pm. We could use some more volunteers for serving and clean up – especially clean up. Thursday Malec is in charge of the wine bar and will coordinate with Mrs. Shannahan should she need her to make a trip to the base commissary to purchase additional wine.

NEW BUSINESS

HSA ELECTIONS

Board members reviewed and revised the draft of Board position descriptions. After discussion is was decided that:

- Laurie will make the requested revisions to the descriptions and send it out to the entire Board for final input.
- Mrs. Shannahan will send out the final document in an eblast.

It was also agreed that the current Bylaws need to have final revisions made. Laurie will finish the draft of this and send to Jackie for input. The draft will then go out to the entire Board for review.

MOVIE NIGHT

After discussion it was decided to plan an additional Movie Night on Friday, April 20th with the movie Coco. Christel will contact Mrs. Munoz to get this on the schedule and reserve the gym. There was discussion about planning a movie night out on the lawn/playground in August before school starts and to consider planning a movie night that caters more to our MS/JR High students (i.e. Star Wars, etc.). Mr. Kraus also mentioned that the JR High students are having a lock in during the spring which is a perfect time for the HSA to sponsor their movies with our license subscription. Christel, Michelle, and Mr. Kraus will coordinate this and will work on an idea for the MS students since they

are not part of the lock in. Laurie also reminded Mr. Kraus and Mrs. Shannahan that our license subscription also covers educational films so our teachers should be taking advantage of this for films they want to use in the classroom.

REVIEW OF ACTION ITEMS

Based on action taken during the meeting HSA members are assigned the following action items:

Laurie:

- Coordinate the activities for the HSA 2018-19 Board elections
- Coordinate with Julie Hudak on Spaghetti Dinner
- Send revised Board Member descriptions out for final review & then to Mrs. Shannahan for the eblast
- Complete Bylaws draft for input and review

Christel & Michelle:

- Coordinate movie night for April 20th and MS/JR High movies with Mr. Kraus

Diane & Curt:

- Purchase reams of AstroBright/colored paper for HSA use.

Mr. Kraus:

- Remind teachers that they can access movies for their classrooms via the HSA license subscription

All Board Members:

- Assist with promotion and coordination of General Meeting and elections

ADJOURNMENT

There being no other business to come before the Board, the meeting was adjourned at 9:15 a.m.