

Stevenson High School String Parents' Association
Monday, September 11, 2017 Room 1414

ATTENDANCE: Enrique Vilaseco, Sandra Anderson, Helen Chen, Shirley Combes, Rick Wachtel, Ritu Saxena, Sherry Pi, Helen He and two members.

Call to Order at 6:32pm by Sandy Anderson

INTRODUCTIONS – (Sandra Anderson) Welcome

SECRETARY'S REPORT: (Shirley Combes) August Meeting Minutes were Approved

TREASURER'S REPORT: (Sandra Anderson) Open Position. Transition to Stevenson High School

DIRECTOR REPORT:

(Enrique Vilaseco)

- A few more students signed up for the Italy trip. Still not at the minimum needed for the Paris Trip.
- Request helpers for Uniforms help preconcert and photos at 3:45 PM on 9/28.
- Snap! Raise has launched for students registered for the trip.
- Community Orchestra starts next week.

Committee Reports:

Communications (Sandra Anderson):

- Emails have been going out to parents. Submitted to Directors by Sandra.
- 180 signups into SPA of 300 students
- Use tax exempt paper for all purchases. SPA is Tax Free Charity

Donation (Sherry Pi):

- We have four ads for the program
- How to Donate Flyer with contact to be created – Review handout for programs

Fundraising (Helen He and Shirley Combes for Bianca (Xixian) Bian):

- Flowers for concerts
 - Work with hospitality on purchasing as both flowers and cookies come from same store)
 - 2-3bundles of Roses purchased for each concert
 - Create new pricing sign
 - Supplies are good - Ribbon and tissue paper
- Restaurant benefit nights.
 - Yen is coming up 9/15
 - Chipotle 10/10
 - Sweet Lorraine's Fabulous Mac n' Cheez 10/24 must have 20 RSVPs by 10/20 else cancel
- Other Fundraisers
 - Menchie's Spoon Drive - all October - Flyer
- Trip Fundraisers
 - Cheesecake Tasting scheduled for 9/27 – need volunteers. Pickup Cakes 11/18.
 - Schwan's Cares – all September through December 2017 20% through Mid-October then 5%.
 - BonFire Shirts Generic Logo (September 5 sold) SHS Strings Logos (November)

- Suggestion for World's Finest Chocolates.

Hospitality (Ritu Saxena):

- Will need extra help for 9/28 concert as students will stay after school for photos.
- Dinner from Noodle and Co.
 - Request directors start collecting orders and fees
 - 4 packs of 84 cookies from Costco post-concert.

Membership (Helen Chen):

- SHS Store – will need to shut the store down in order to close out uniforms.
- Still roughly 100 families that are not SPA members.
- Prepare SPA Membership and Donor List for Program.

Uniforms (Sandy Anderson for Rick Wachtel):

- Uniform delivery date is targeted for 9/12 through 9/14. Will need volunteers.
- Approximately 19 students still need to pay.

Volunteer (Shirley Combes for Aijun Gong)

- Volunteer Status
 - Currently recruiting for Uniforms, Cheesecake tasting, and 9/28 concert
 - All are live and have limited committee signed up. Have some new volunteers signed up.
 - All volunteers need to complete the name based background check from the school.
 - Sandy request that chairs and members submit check by the end of the week.
- Sign up Genius
 - Using Signup Genius to coordinate and communicate with Volunteers.
 - Please share the volunteer link around so that people are aware and can opt into volunteer opportunities. Will send script to Sandy to review and forward onto Mr. V. Sent 9/11 PM.
- SHS Volunteer Verification
 - Some SPA Board are still not cleared.
 - As of the beginning of the meeting, all volunteers signed up for are cleared. Need to check regularly leading up to events and reach out to volunteers and Laurie Dickinson.

Website (Sandy Anderson):

- Several updates have been made a few more are in the process.

Old Business:

- Open Board and Chair Positions (Sandy Anderson):
 - Must be member of the SPA, with a current student at the school, and meet Stevenson High School Volunteer requirements.
 - Treasurer – Board
 - Communications
 - Orchestra Member-at-Large
 - Guitar Member-at-Large
 - Uniform Co-Chair
 - Storage Clean-up

New Business:

- Nominations and Vote in new SPA Chair Members (Sandy Anderson):
 - Helen X He (Fundraising). Committee members were approved.
- Next Guitar Concert 11/29/17 @7pm (Sandy Anderson and chairs):
 - Start action items: Hospitality; Volunteers; and Fundraising

Public Comments (Sandy Anderson):

- Must be submitted in writing prior to meeting. None,

Meeting Adjourned at 7:55 pm.

Next SPA Meeting: 6:30pm on October 16th in room 1414