

**JSSPVA BOARD MEETING AGENDA
AUGUST 18, 2023, VIA ZOOM**

Board Attendees: Lydia Mathas, Joe Guarino, Renee Buck, Kyra Nelson, Sarah Wills, Amy O'Dell, Julia Peterson, Meredith Sullivan, Emily Wyner, Rachel Smith, Jen Price, Christine Klewin, Valerie Gaines (prior Treasurer)

Regular Attendees: None

- 1. Welcome – Lydia Mathas**
- 2. Approval of July Meeting Minutes - Camie Park**

Motion to approve; second – voted to approve.

- 3. President's Report - Lydia Mathas**

Report on Residency Verification Days – Thank you to everyone for helping out. It was well worth being there. We passed out JSSPVA flyers and people signed up to be room parents. Spirit wear was well received. We should continue to have tables at events. The school supports this.

Goals for the 2023-2024 School Year – The mission of the JSSPVA is in the bylaws.

The mission of the Joseph Sears School Parents' Volunteer Association (JSSPVA) is to work collaboratively with the Sears School community to enhance the overall educational experience for our students. Through service and financial support from our parents, we provide supplemental programming and materials, school equipment, and opportunities to foster a more connected community.

Lydia shared three goals for the 2023-2024 year. To carry out the mission of the JSSPVA in a way that:

1. Educates the school community about the JSSPVA;
2. Creates an environment that cultivates volunteerism; and
3. Builds bridges within our community, particularly with respect to the Sears Administration and Staff.

One way to enhance goals is to consider different meeting times for the JSSPVA so that more members can attend. Highlight meeting dates. Highlight subcommittee roles that are more flexible and do not require daytime work. Encourage subcommittee members to attend meetings.

4. Treasurer's Report - Kyra Nelson/Sarah Wills

Review and Approve Budget for the 2023-2024 School Year: Total operating budget approximately \$98,300. Total savings is approximately \$500,000. Of this, \$225,000 is allocated towards Panther Park & \$150,000 invested in a 6 month CD yielding 4.2% interest. The budget is on the website.

Motion to approve budget – seconded – approved.

Update on Financial Review by Hammond Consulting - Hannah Hammond has been reviewing Quicken and bank accounts, excel spreadsheets, etc. She made two recommendations:

- Switch software from Quicken to QuickBooks. Pros: (a) more robust reporting capability – no more manual input of data; (b) provides better financial controls; (c) provides direct access to accountant to log-in and run independent reports; (d) can have multiple users. Cons: (a) more expensive (\$95 annually for Quicken; \$70 per month for QuickBooks); and (b) will take time to set up. Valerie Gaines volunteered to help input data to get us set up.
- Change to a nonprofit money collection platform for collecting payments. This will allow automated payments attached to website leading to better reporting and accountability. Sarah Wills will move forward with this.

5. Vice President's Sub-Committees - Joe Guarino

Family Fun Day – Coming together nicely. We changed the rides. Vendor we usually use was expensive so we found another group. One big carnival ride that can accommodate 20-30 kids. Balloon artist scheduled. Dj scheduled. Face paint – girls scouts typically do. Obstacle course. Games with candy prizes. Walk through will take place on 8/31 with Marty Hefner. The event will take place on the blacktop and into Townley Field.

- Lydia – plug for volunteers. If we can all take a shift or two and encourage people to volunteer. Difficult to get volunteers because kids are starting.
- When should we send out sign up genius?

After Hour Kid Power Programming – The flyer will go out shortly. Offerings are broken down by trimester and organized by day. Many events take place before school and during lunch so we may want to tweak the name “after hour” is misleading. We may want to call it ‘enrichment offerings” or “kid power hour”

- Drone program (through us) versus Little coders (park district). Little coders is more expensive than code ninjas was. Last year it was really supervised ipad use and not coding. Hopefully this program is better. Agreed to subsidize \$60 for trimester 1 and then re-evaluate. We should add “new vendor” to the flyer so people are aware there is a change. Drone program – being taught by internal teachers.
- Art program – cost going to materials and then cost teacher spends outside of class.

6. VP of Inclusion - Meredith Sullivan

Newcomers Update – Mary Jane, Kirby and Kristy identified 25 new families and found hosts for the families. Letters were sent out this week. Email included Newcomer Event - September 23rd – Ann and Kelly Murphy are hosting.

Working on Tables of 8 dates

7. Booster - Christine Klewin/Tara Stafford

Spirit Wear Purchases: Allen from Wilmette bike shop called about sizing – he needs update on quantities and sizing. An order is in the works. We have not been able to find a cost effective vendor to allow purchases directly through the website. It does not appear Wilmette Bike Shop has a working website either.

8. VP of Green Initiatives - Amy O'Dell – No updates

9. VP of Community Relations - Julia Peterson – No updates

10. VP of Communications - Emily Wyner/Renee Buck.

- They will highlight new after hour courses in their next update and once we finalize all the details.
- Report on 8th Grade Beach Party and other Events – 8th grade counterpart to Family Fun Day. The class is small – 41 kids. Less money and smaller parent volunteer pool. They are simplifying party. Informal picnic lunch and head to the beach for games and swimming.

11. Adjourn

Meeting ended at 10:24 am



(Lydia Mathas - SSPVA President)



(Camie Park - JSSPVA Secretary)