

I. CALL TO ORDER ON SEPTEMBER 13, 2023 AT 6:13 PM

II. PRESENT

President – Megan Matheson
Vice President – Raelene Gomez
Treasurer – Monica West
Secretary – Elizabeth Eccles
Co-Secretary – Grace Grieco
Social Media – Kelly Nunes

Principal – Dr. Garcia

ABSENT

Historian – Lucia Perez
Financial Secretary – Vacant

III. DISCUSSIONS

A. Candidate for Vacancy

1. President discussed having her friend attend a meeting to see if she might be interested in the open position.

B. Financials

1. President discussed moving savings into a higher interest rate account at VCCU.

2. Balance for checking was at \$2800 and savings was \$2,000. President has access to the paypal and debit account and vice president has access to the debit card. A Zelle account would be looked into through VCCU.

C. Purchases

1. Ipad purchase was discussed by president as current computer runs very slow. Cost of Ipad would incur expense for Wi-Fi. President agreed to get prices and bring back information and quotes. A credit card reader was also discussed by president, through Rick Knight. President shared that she would get a commission of the sales. A free two year contract was discussed and a motion was made and passed. (It was later brought to the boards attention that the ByLaws state that no member can receive compensation).

2. A new design and tye-dye design were discussed for the next sweater and hat order. President stated she would follow up with Ventura Signs and get more prices and revisit idea at a later meeting.

3. Dr. Garcia states she would donate a Freezer to PFFO.

D. Taxes/Nonprofit status

1. President stated she has received the 2020 financials. The \$600 has been issued to the IRS to reinstate the PFFO as a nonprofit.

E. CPA Hire

1. Treasurer and President mentioned candidates for the CPA position. More follow up is needed and a possible interview of candidate will be needed. Treasurer will look further into candidate.

F. Fundraisers

1. Silent Auction is going to be handled by Vice President and event will occur during the Spring.

2. Winter Wonderland is scheduled for Dec. 20 and Colleen will handle the details but will need volunteers to help. Vice President stated that she could assist with a team to set up more lighting for the event.

3. Trunk or Treat will be selling raffle tickets and glow sticks. A list of food trucks will be distributed by Dr. Garcia.

4. Crazy Hair Day is on Halloween

5. Boo Grams are live on the web site and Lucia and Grace will assemble the grams during fall break.

6. Holiday Shop, President will follow up with Penguin Patch on the price of items.

7. Axxes Fundraiser can't move forward as there has been no contact from the organization after several attempts.

G. PFFO hours

1. Hours for the PFFO office were discussed and set for 10:30 am to 12:30 pm on Wednesday and 8 to 10 am on Friday. A sign up sheet in Band was also agreed to be created to keep track of who will participate at the events.

H. Other Business

1. PFFO sponsors all field trips. Transportation for out of town costs around \$1,000 and in town is about \$600.

ADJOURNED AT 7:50 P.M.