

## PTSA Board of Directors Meeting

February 9, 2012

### Minutes

#### I. Call to Order

The January Audubon PTSA Board of Directors' meeting for the 2011-2012 school year was called to order at 6:35pm in the Arts & Sciences room at Audubon Elementary by President Mindy Lincicome.

Ten voting members were present; Thirteen people attended the meeting (sign-in sheet on file).

#### II. Opening Business

**Motion** to approve the minutes of the January 12, 2012, Board of Directors meeting. Chandana Surlu seconded this motion. **Minutes were approved as submitted.**

**President Mindy Lincicome** opened the meeting with discussion on:

- *Reminded the BOD of the upcoming PTA Membership meeting Feb 10, 2012*
- *Reminded BOD of WA-PTA training on Saturday, Feb 12, 2012*
- *Announced a bi-laws & rules committee of 3 or 4 people needs to be formed*

#### III. Area Reports and Actions:

**Treasurer, Lee Mills, submitted a report, Appendix A** - no additional information added

**VP Communications, Khris Schaffner, submitted a report, Appendix B** – Khris Schaffner informed the board on the process of moving the Audubon PTSA website to the new host.

**VP of Fundraising Chandana Surlu submitted a report, Appendix C** – no additional information added

**VP Student Services Charla Mills submitted a report, No report submitted** –  
**MOTION:** Approve to allocate up to \$1,000.00 in Emergency Prep from the line item in the budget. Motioned by VP Student Services, Charla Mills, Seconded by Treasurer, Lee Mills. **Motion Approved.**

**VP Events, Kirsten Reddish submitted a report, Appendix E** – **MOTION:** Approve to allocate \$100.00 out of Contingency Community Volunteer Involvement funds toward Math Puzzle Night. Motioned by VP Fundraising, Chandana Surlu, Seconded by VP Events, Kristen Reddish. **Motion Approved.**

**Co-VP's Outreach, Judy East and Roy Captain, no report submitted** - No additional information added

**Co-VP's Student Enrichment, Susie Wright and Deb East, no report submitted** – Discussed 1<sup>st</sup> draft of “Extended Classes Chaperone Policy”, drafted by both Supriya Natu and Yumna Green. Suggestions were made by the Audubon PTSA BOD for a second draft.

**Ways and Means chairman Linda Hall, No report submitted**

#### **IV. Principal and Faculty Reports**

**Principal Karen Dickens** - Principal Karen Dickens was unable to attend the February 9, 2012 PTSA meeting. No report was submitted.

**6<sup>th</sup> grade teachers** – 6<sup>th</sup> grade teachers were unable to attend the February 9, 2012 PTSA meeting. No report was submitted.

#### **V. Close of Meeting**

Our next PTSA Board Meeting will be March 8, 2012 at 6:30pm in the Arts & Sciences room.

The meeting was closed by Mindy Lincicome at 7:40 PM.

### **Appendix A: Treasurer's Report**

*Treasurer: Lee Mills*

#### **Treasurer's Report for February 9, 2012 PTSA Board Meeting**

Submitted by Treasurer Lee Mills

#### **Net YTD Cash In/(Out): \$ 40,600.75**

- Cash In: \$ 84,280.85
- Cash out: \$ 43,680.10

#### **FY12 Beginning Cash Balance: \$ 62,031.10**

- Unrestricted cash: \$ 45,715.81
- Restricted cash: \$ 16,315.29

#### **YTD Ending Cash Balance: \$ 102,631.85**

- Unrestricted cash: \$ 86,364.54
- Restricted cash: \$ 16,267.31

#### **Items of note:**

- Reconciliation (below) updated to show bank balances and amounts of outstanding checks and deposits.
- Cash balances above include \$9,721.51 in transit from PayPal as of 2/4/12.

- Cash balances above do not include pending deposits for Yearbook proceeds (about \$200), and Hoe Down dinner ticket proceeds (amount TBD).
- 1099's were sent out during January.
- During February we will be finalizing 1099 reporting to IRS, and completing our annual incorporation renewal.

**Detailed report of year to date activity 7/1/11 through 2/4/12:**

*(Bank balances as of 2/4/12)*

	(CASH OUT) / CASH IN				\$'s REMAIN
	ACTUAL IN	ACTUAL OUT	NET	BUDGETED NET	
<b>Fundraising</b>					
"No Frills" Donation Campaign	\$ 13,793.63	\$ (35.10)	\$ 13,758.53	\$ 13,000.00	\$ 75
Corporate Matching	\$ 6,735.00	\$ -	\$ 6,735.00	\$ 6,500.00	\$ 23
Volunteer Hours Corporate Cash	\$ 1,479.00	\$ -	\$ 1,479.00	\$ 2,000.00	\$ (52)
Box Tops & Soup Labels Program	\$ 240.50	\$ -	\$ 240.50	\$ 500.00	\$ (25)
Amazon Associates Program	\$ 898.56	\$ -	\$ 898.56	\$ 1,500.00	\$ (60)
E-Scrip program	\$ 1,082.51	\$ -	\$ 1,082.51	\$ 2,000.00	\$ (91)
Audubon Family Dinner Nights	\$ 451.71	\$ -	\$ 451.71	\$ 1,000.00	\$ (54)
Photo Fundraiser Service Agreement (3-year=\$1,000, year 2)	\$ -	\$ -	\$ -	\$ 350.00	\$ (35)
Spring Jogathon	\$ 4,402.55	\$ (1.70)	\$ 4,400.85	\$ 12,000.00	\$ (7,59)
Other Fundraising Income	\$ 131.44	\$ -	\$ 131.44	\$ -	\$ 13
Operating Reserves	\$ -	\$ -	\$ -	\$ -	\$
Combined Misc Fundraising Expenses	\$ -	\$ -	\$ -	\$ (300.00)	\$ 30
<b>SUBTOTAL</b>	<b>\$ 29,214.90</b>	<b>\$ (36.80)</b>	<b>\$ 29,178.10</b>	<b>\$ 38,550.00</b>	<b>\$ (9,37)</b>
<b>Operations</b>					
PTSA Membership Dues	\$ 6,054.06	\$ (4,228.51)	\$ 1,825.55	\$ 2,600.00	\$ (77)
Interest Earnings	\$ 7.30	\$ -	\$ 7.30	\$ 20.00	\$ (1)
Annual Corporate Registration Fee	\$ -	\$ -	\$ -	\$ (10.00)	\$ 1
Bank Charges, CC and Paypal Fees	\$ -	\$ (51.00)	\$ (51.00)	\$ (150.00)	\$ 9
Charity Soliciting Registration Fee	\$ -	\$ -	\$ -	\$ (10.00)	\$ 1
Child Care	\$ -	\$ -	\$ -	\$ (60.00)	\$ 6
Copy and workroom materials for school	\$ -	\$ (679.51)	\$ (679.51)	\$ (1,000.00)	\$ 32
Council Scholarship Assessment	\$ -	\$ (100.00)	\$ (100.00)	\$ (100.00)	\$
Council Training Fees	\$ -	\$ -	\$ -	\$ (45.00)	\$ 4
Legislative Assembly Fees & Dues	\$ -	\$ -	\$ -	\$ (300.00)	\$ 30
Liability Insurance Premium	\$ -	\$ (290.00)	\$ (290.00)	\$ (310.00)	\$ 2
LWSD Levy Fund Contribution	\$ -	\$ -	\$ -	\$ (100.00)	\$ 10
State PTA Convention Registration	\$ -	\$ -	\$ -	\$ (500.00)	\$ 50
Supplies & Materials & Postage	\$ -	\$ (109.15)	\$ (109.15)	\$ (125.00)	\$ 1
WA-PTA Scholarship Basket	\$ -	\$ (113.59)	\$ (113.59)	\$ (100.00)	\$ (1)
WSPTA Annual Awards Ceremony	\$ -	\$ (168.00)	\$ (168.00)	\$ (175.00)	\$
General Meeting expenses	\$ -	\$ -	\$ -	\$ (400.00)	\$ 40
Contingency - Operations	\$ -	\$ -	\$ -	\$ (169.25)	\$ 16
<b>SUBTOTAL</b>	<b>\$ 6,061.36</b>	<b>\$ (5,739.76)</b>	<b>\$ 321.60</b>	<b>\$ (934.25)</b>	<b>\$ 1,25</b>

(CASH OUT)/CASH IN					
	ACTUAL IN	ACTUAL OUT	NET	BUDGETED NET	\$'s REMAINING
<b>Student Support/Enrichment/Education</b>					
Extended Classes	\$ 43,608.00	\$ (23,775.74)	\$ 19,832.26	\$ 1,000.00	\$ 18,832.26
Assemblies	\$ -	\$ -	\$ -	\$ (1,200.00)	\$ 1,200.00
Classroom Enrichment	\$ -	\$ (1,761.76)	\$ (1,761.76)	\$ (9,000.00)	\$ 7,238.24
Academic Enrichment (EZ Grants)	\$ -	\$ (2,217.60)	\$ (2,217.60)	\$ (7,500.00)	\$ 5,282.40
6th grade Learning Experience & Recognition	\$ -	\$ -	\$ -	\$ (2,250.00)	\$ 2,250.00
5th Grade Level Learning Experience	\$ -	\$ (812.50)	\$ (812.50)	\$ (2,000.00)	\$ 1,187.50
4th Grade Level Learning Experience	\$ 617.70	\$ -	\$ 617.70	\$ (1,500.00)	\$ 2,117.70
3rd Grade Level Learning Experience	\$ -	\$ -	\$ -	\$ (500.00)	\$ 500.00
2nd Grade Level Learning Experience	\$ -	\$ -	\$ -	\$ (500.00)	\$ 500.00
1st Grade Level Learning Experience	\$ -	\$ -	\$ -	\$ (500.00)	\$ 500.00
Kindergarten Grade Level Learning Experience	\$ -	\$ -	\$ -	\$ (500.00)	\$ 500.00
Art Docent Fees & Supplies	\$ -	\$ (1,043.42)	\$ (1,043.42)	\$ (3,300.00)	\$ 2,256.58
PTSA Discretionary Scholarships	\$ 1.35	\$ (212.42)	\$ (211.07)	\$ (800.00)	\$ 588.93
IXL Schoolwide Subscription	\$ -	\$ (2,500.00)	\$ (2,500.00)	\$ (2,400.00)	\$ (100.00)
Schoolwide Science Fair	\$ -	\$ -	\$ -	\$ (1,000.00)	\$ 1,000.00
AE School Student Safety Patrol	\$ -	\$ -	\$ -	\$ (250.00)	\$ 250.00
Emergency Prep Consumable Supplies	\$ -	\$ -	\$ -	\$ (1,000.00)	\$ 1,000.00
PTSA International Night	\$ -	\$ -	\$ -	\$ (750.00)	\$ 750.00
Read Across America Week	\$ -	\$ -	\$ -	\$ (150.00)	\$ 150.00
PTSA Reflections Student Art Program	\$ -	\$ -	\$ -	\$ (350.00)	\$ 350.00
Morning Valet Program	\$ -	\$ (154.11)	\$ (154.11)	\$ (200.00)	\$ 45.89
5th Grade Recognition Ceremony	\$ -	\$ -	\$ -	\$ (250.00)	\$ 250.00
School "Team" Recognition and Support	\$ -	\$ -	\$ -	\$ (250.00)	\$ 250.00
Contingency -- Student Support/Enrichment	\$ -	\$ -	\$ -	\$ (1,795.00)	\$ 1,795.00
Surplus - EZ Grant	\$ -	\$ -	\$ -	\$ -	\$ -
<b>SUBTOTAL</b>	<b>\$ 44,227.05</b>	<b>\$ (32,477.55)</b>	<b>\$ 11,749.50</b>	<b>\$ (36,945.00)</b>	<b>\$ 48,694.50</b>
<b>Community/Volunteer Involvement &amp; Education</b>					
Family Night -- Skate King	\$ 78.50	\$ -	\$ 78.50	\$ -	\$ 78.50
Family Night -- Dance Event	\$ 1,751.44	\$ (375.47)	\$ 1,375.97	\$ -	\$ 1,375.97
Family Night -- Welcome Back BBQ	\$ 630.00	\$ (847.62)	\$ (217.62)	\$ (1,000.00)	\$ 782.38
Family Night -- Ice Cream Social	\$ -	\$ -	\$ -	\$ (500.00)	\$ 500.00
Family Night -- Math/Game Nights	\$ -	\$ (49.44)	\$ (49.44)	\$ (50.00)	\$ 0.56
Yearbook	\$ 100.00	\$ -	\$ 100.00	\$ -	\$ 100.00
AE Staff Appreciation Food & Events	\$ -	\$ (1,271.70)	\$ (1,271.70)	\$ (1,800.00)	\$ 528.30
Helping Hands	\$ -	\$ -	\$ -	\$ (50.00)	\$ 50.00
PTSA Info Fair @ Welcome Back BBQ	\$ -	\$ -	\$ -	\$ (100.00)	\$ 100.00
WA-PTA Golden Acorn Award	\$ -	\$ -	\$ -	\$ (130.00)	\$ 130.00
WA-PTA Outstanding Educator Award	\$ -	\$ -	\$ -	\$ (65.00)	\$ 65.00
Contingency Community & Volunteer Involvement	\$ -	\$ -	\$ -	\$ (154.75)	\$ 154.75
<b>SUBTOTAL</b>	<b>\$ 2,559.94</b>	<b>\$ (2,544.23)</b>	<b>\$ 15.71</b>	<b>\$ (3,849.75)</b>	<b>\$ 3,865.46</b>
<b>Parent Involvement/Education</b>					
Distribution List Service	\$ -	\$ -	\$ -	\$ (150.00)	\$ 150.00
First Week Packet	\$ -	\$ (286.96)	\$ (286.96)	\$ (1,000.00)	\$ 713.04
Owl Outreach	\$ -	\$ -	\$ -	\$ (250.00)	\$ 250.00
PTSA Welcome Coffee	\$ -	\$ (37.42)	\$ (37.42)	\$ (150.00)	\$ 112.58
PTSA-AE Student Directory Production	\$ -	\$ (291.80)	\$ (291.80)	\$ (300.00)	\$ 8.20
Contingency -- Parent Involvement	\$ -	\$ -	\$ -	\$ (92.50)	\$ 92.50
<b>SUBTOTAL</b>	<b>\$ -</b>	<b>\$ (616.18)</b>	<b>\$ (616.18)</b>	<b>\$ (1,942.50)</b>	<b>\$ 1,326.32</b>
<b>GRAND TOTAL CASH FLOWS</b>	<b>\$ 82,063.25</b>	<b>\$ (41,414.52)</b>	<b>\$ 40,648.73</b>	<b>\$ (5,121.50)</b>	<b>\$ 91,540.46</b>

UNRESTRICTED CASH START OF YEAR: \$ 45,715.81

UNRESTRICTED CASH END OF PERIOD: \$ 86,364.54

	ACTUAL IN	ACTUAL OUT	NET	BEGIN BAL	END BAL
<b>Committed Grants</b>					
Math Challenges		\$ (108.22)	\$ (108.22)	\$ 400.00	\$ 291.78
Kindergarten Early Reading Assessments		\$ -	\$ -	\$ 525.00	\$ 525.00
Birthday Book Club		\$ (680.07)	\$ (680.07)	\$ 700.00	\$ 19.93
Playground Peace Coaches	\$ 265.00	\$ (68.49)	\$ 196.51		\$ 196.51
WORD Conference	\$ 755.00	\$ (608.80)	\$ 146.20		\$ 146.20
Kamishibai Theater and Story Cards	\$ 397.60	\$ -	\$ 397.60		\$ 397.60
PNB Science/Movement Residency	\$ 800.00	\$ (800.00)	\$ -		\$ -
Leveled Library		\$ -	\$ -	\$ 515.29	\$ 515.29
<b>SUBTOTAL</b>	<b>\$ 2,217.60</b>	<b>\$ (2,265.58)</b>	<b>\$ (47.98)</b>	<b>\$ 2,140.29</b>	<b>\$ 2,092.31</b>
<b>Operating Reserve</b>					
Operating Reserve		\$ -	\$ -	\$ 14,175.00	\$ 14,175.00
<b>SUBTOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,175.00</b>	<b>\$ 14,175.00</b>
<b>TOTAL RESTRICTED CASH</b>	<b>\$ 2,217.60</b>	<b>\$ (2,265.58)</b>	<b>\$ (47.98)</b>	<b>\$ 16,315.29</b>	<b>\$ 16,267.31</b>

TOAL CASH END OF REPORTING PERIOD: \$ 102,631.85

DDA Acct \$ 70,593.71

MRS 9407 \$ 6,172.45

MRS 1407 \$ 18,615.73

**TOTAL BALANCE PER BANK: \$ 95,381.89**

Outstanding Deposits-Unrestricted: \$ 10,276.10

Outstanding Checks-Unrestricted: \$ (2,978.14)

Outstanding Deposits-Restricted: \$ -

Outstanding Checks-Restricted: \$ (48.00)

**TOTAL BALANCE PER BANK, ADJUSTED: \$ 102,631.85**

**DIFFERENCE: \$ -**

## Appendix B: Communications Report

VP Khris Schaffner

### Communications

**Website** - will be moving the site before the end of the April -- Office Live is going away:(

## Appendix C: Fundraising Report

VP Chandana Surlu

### Fundraising at a glance

	2011-2012 Budget	As of Feb 6th 2012*	As of Jan 31st 2011
PTSA Donations	13,000	14,093.63	13,293.63
Corporate Matching	6,500	6,735	6,735
Volunteer Time Matching	2,000	2,465	1,479
BoxTops	500	240.50	240.50
Amazon	1,500	1,329.78	898.56
eScrip	2,000	1,681.75	1,370.88
Audubon Family Dinner Nights	1,000	957.71	451.71
Photo Fundraiser	350	0	0
Jog-a-thon	13,000	4,402.55	4,402.55
Everything Party (Other)	0	39.80	0
Jamba Juice (Other)	0	0.36	0
Terracycle	0	91.28	91.28
Fundraising Expenses	(300)	0	0
Jog-a-thon Expenses	(1,000)	0	0

\* These amounts will be in the PTSA account by June 30th 2012. There is a discrepancy because some checks have not been issued as yet, some checks have not arrived as yet.

### Membership report from Beth Benincasa, the Membership Chairperson

Last year's numbers:

Students: 537

PTSA memberships: 393

This year's numbers:

Students: 560

PTSA memberships (to date): 472

We have reached the Gold level Washington State PTSA membership incentive by achieving a 10% increase from the previous year's membership enrolled and paid by January 25th. We are hoping to reach the platinum level (20% increase over last year, 473 memberships - enrolled and paid by March 30, 2012).

### PTSA Donation & Corporate Matching

Most of the Corporate matching has been done! Tax donation receipts were sent out last month.

### **Volunteer Time Matching**

Audubon PTSA receives \$17 for every hour MS employees volunteer and \$10 for every hour Boeing employees volunteer. A minimum of 10 hours must be accumulated before Microsoft will generate the 1st check to Audubon PTSA. **Please encourage all the MS employees you know that support PTSA to log their hours.**

**Staff: If you know of any Microsoft or Boeing employees who *regularly* help in the classroom, please let me know (fundraising@audubonpta.org) and I'll follow up with them on reporting these hours.**

### **eScrip report from Stacy Christofferson, the eScrip chair**

No report.

### **Jog-a-thon (report from Khris Schaffner & Chandana Surlu)**

We are trying to follow up on all the corporate matching submissions from last year! We had a meeting with Ms. Dickens and Mr. Lowery and we have started planning for this year's Jog-a-thon.

### **Box Tops & Labels for Education from Colleen Ulrich, the BoxTops & Labels chair**

So far this year, we have collected \$210 worth of box tops (I sent in \$240 worth of box tops earlier this year that were collected at the end of last year), I will send them shortly. We currently have 16,170 points in the labels for education program. This doesn't include any of the labels collected this year. I don't have an estimate for how many points need to be submitted, but it is at least a few hundred.

### **Amazon and other online stuff (linkshare)**

We did have our school supplies available through an Amazon store:

<http://audubonpta.org/AudubonPTSAStore.aspx>.

### **EverythingParty**

Anytime you visit the store, tell the check person that you want the 10% for the school donation program to go to Audubon Elementary.

### **Audubon Family Dinner Nights**

The Family Dinner Night we just had was at Crossroads bar & Grill on Feb 1st 2012. They donated 15% of the *entire total of bills generated between 6pm and 10pm*, that amounts to \$506!!

### **Jamba Juice School appreciation cards**

Support Audubon PTSA by presenting the School appreciation card every time you make a purchase at the Jamba Juice stores. Jamba Juice will donate 10% of your purchase to Audubon PTSA. Cards valid at JJ stores (not at Safeway, for example). See for <http://www.jambajuice.com/community-programs/jamba-in-the-community/school-appreciation-fundraising> for details.

### **Smith Brothers Farms *New for 2011-2012!***

This fall, Smith Brothers Farms is offering a **Back-to-School Special** to support all the great work parents contribute to our schools. Starting September 1 through December 31, 2011, anyone who signs up for their service using the Promo Code "PTA" will receive a \$20 credit for their first delivery and a chance to earn money for their school's PTA/PTO, at no cost to that organization. For every five people from a school who sign up for their service, they will pay that school's parent organization \$250! So if 10 families from a school sign up for service, Smith Brothers Farms **will write a check to their PTA/PTO for \$500!**

**Appendix D: School Services Report**  
VP Charla Mills

**School Services Area Reports**  
**February 9, 2012**

**Staff Appreciation- Julie Becker**

Staff Appreciation has been keeping up with staff birthdays. On Jan. 26th there was a lunch featuring Clam Chowder from Ivar's. Ivar's donated the chowder for this event. Julie is thinking through who might come along side her this spring to learn the process with the idea of taking the chair position next fall.

**Hearing and Vision –**

**Valet/Driveway – Roy Captain**

The replacement cones for the “No Left Turn” enforcement at the Exit from the drive have been received. Re-educating drivers is under way!!

Board member assistance is welcome when you see someone making a left turn during the restricted times. Walk over and enforce the rule with the offender!!

**Class Photos – Deb East**

Spring photo day is coming up in March.

**Year Book – Deb East**

Deb and her team of 5<sup>th</sup> and 6<sup>th</sup> graders are still plugging along with the yearbook. Not much else.

**Emergency Prep – Jennifer Malick**

Jennifer has prepared a list of supplies needed and received quotes for those items. This year we also need to replenish the Emer. Water supply barrels. I have requested a grant from the PTSA to help cover the costs of the water(\$250). I am waiting to purchase the supplies until we have decided on the water funds.

On Friday, Jennifer met with Karen Dickens, Kathy, and Joan to revise the Student Release plan. We will be gathering supplies and doing plan walk-throughs over the next month to refine the process.

Monday, Jennifer will be attending the District EP Chair meeting, that will be touching upon District guidelines for Student Release, the experiences from the snow early release, and Emer. water supplies.

**Kindergarten Registration – Wendy Rice**

Kindergarten registration, registered about 50 new students. Thirty of those were in the first hour and a half!

This event has no cost involved. The 9 volunteers, who covered 12 hours of volunteering, did a great job.

## **Appendix E: Events Report**

VP Kirsten Reddish

Events Report  
Kirsten Reddish  
February 2012

**The Hoedown** was a rootin' tootin' good time for families this year, thanks to the hard work of chairs Raquel McJunkin and Janine Sullivan—who have served in this role for nearly a decade, and are already gearing up to do it again next year. As in past years, we sold novelties, photos, and dinner and the wonderful 4<sup>th</sup> grade parents held a fundraiser selling drinks and baked goodies. Kids, families, and teachers danced the night away. Things went very smoothly and despite keeping to very affordable prices, we appear to have turned a profit this year (final receipts still coming in.) The plan for next year is to return to the Sock Hop theme from years past, which will be new for most of the younger Audubon kids.

**Science Fair** preparation is proceeding smoothly, after a delay in ordering the display boards due to the storm. They have now been distributed to all students (except a few who had to make revisions to their project plans.) In the weeks to come we will be photographing all the students with their boards and creating certificates for each student, with the final event coming February 23<sup>rd</sup>. The plan is to have the display boards set up in the gym by early afternoon so that all the students will be able to view the projects, even if they can't come the evening of the event.

**Skate King** is coming up on February 15<sup>th</sup>—as in the fall, we are committed to a \$450 fee to Skate King, or \$4.50 per student (over 100 students). As this is meant to be a fun family night, we keep are keeping our ticket price a low \$5. The event is the night before winter break, which I'm hoping makes the late night easier on parents with younger children (we can only schedule Skate King on school nights)—but it's possible this will backfire and reduce attendance due to families who are going out of town for the break.

**Read Across America** is approaching at the end of February and this year will feature a used book sale/swap on February 29<sup>th</sup>. We will also still be having our fun Bedtime Stories event on March 1.

## **Appendix F: Outreach**

VP's Judy East & Roy Captain

**Valet** – We have received replacement cones for the “No Left Turn” enforcement at the Exit from the drive. Re-educating drivers is under way!!  
Board member assistance is welcome when you see someone making a left turn during the restricted times. Walk over and enforce the rule with the offender!!

## **Appendix G: Student Enrichment**



VP's Susie Wright & Deb East

**"See Attached Document"**

**Appendix H: Ways and Means**

Linda Hall

**No Report Submitted**