5/24/2022

Basis Ahwatukee Booster Board Meeting Minutes

Participants:

Name	Role
Orfe Kelly	President
Gerlinde Dunlap	Vice President
Anne Sepic	Lunch VP
Sowrabha Chandrashekar	Communications
Nalini Tirumalasetty	Fundraising
Anna Yap	Secretary

Agenda Item	Discussion	Action Item
Ice Breaker	Individual Introduction	N/A
Proposed Board Norms	● Attend the board meetings at the best of your ability (Board meeting once a month, Booster Meeting once a quarter) ● Maintain timely communication with the board members via email and texts ● Be open with ideas ● Be professional once we reach decisions and be consistent on the message	● Attend meetings ● Maintain timely communication ● Most of the meetings will be evening after 7pm ● Recommend meetings scheduled on Mondays and Tuesdays
Purpose	● We are here to support the school and make a positive impact on the experience for all the kids attending Basis Ahwatukee.	N/A
Lunch Program	● Partner with Dishes2U past year in organizing vendors and menus, along with the logistics ● Made 15 cents , about $100-$150 profit per months in the past year. Prior to pandemic, the profit was $100-$150 per day. ● Reduction in profit and still a lot of coordination and organization for the Booster team to manage ● New Year: o Propose to manage within the Booster team if manage within the team, will accumulate $80-$100 per day for profits	● Orfe offers to help with restaurant negotiations ● Decide on self-management lunch program ● Will get the volunteering program set up to manage logistics ● Self-management program helps to draw in more booster member to

	○ Done some negotiation with some restaurants got response from Chick-Fila and Panera, pending responses from some other vendors (Panera discount on food and will price slightly higher for non-booster members) ○ Another option is the My Hot Lunchbox with 20 cents per box, allow for pricing setting, disadvantage. Profit around $40 per day ○ Continue to with Boonli on the menu and order management ○ Discussed carried over fund	raise funds for events ● Recruit volunteers for monthly teacher appreciation ● Start with five resturants with no rotations ○ Original burrito company ○ Panda Express ○ An option of Pizza
Roles and Responsibilities	● Refer to bylaws	● Orfe to share membership forms with Gerlinde ● Sowrabha to work on a directory
Type of Events and Why	● Summer Meet and Greet at Barro's Pizza ● Luau- end of September ● Harvest Festival- October ● Science Night/Fair- February 2023 ● International Night-March 2023	● See action items about Summer Meet and Greet ● No immediate action items for other events listed
Calendar	● See Printed calendar	● Ensure all dates proposed on calendar work
Summer Meet and Greet	● All new parents and children will receive communication to join a Summer Meet and Greet at Barro's Pizza on 7/28 ● 5:00-7:00PM	● Nalini to contact Barro's Pizza on event time and date to confirm availability ● Discuss possible fundraising proposals with Barro's, promote

		contributions for attendees, cash, and Venmo ● Prepare communication for Summer Meet and Greet ● Set up RSVP for the events
Summer Tasks	● See Action items ● We have two people supporting websites as volunteers, try out for 2 months to ensure of quality of work and tasks are completed	● Help Anne with restaurant negotiation ● Manage volunteer schedules ● Potential recruiting volunteers for monthly teacher appreciation