

Meeting Minutes

Waikoloa PTSA General Meeting Minutes

Minutes for Date: 4/1/24 Time: 6:00pm

I. **Call To Order**

II. **Roll Call:**

Crystalena Morris, President	x
Elisa Nunes, Vice President	X Zoom
<i>Vacant</i> , Secretary	
Cassandra Lambert, Treasurer	x

General Attendance: Carolyn Enriquez (zoom), Cindy Martin, Evann Goo, Michelle Barber

III. **Agenda Approval:**

Motion: Crystalena Morris	Second: Cassandra Lambert
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IV. **Minutes Approval from Last Month:**

Motion: Crystalena Morris	Second: Cassandra Lambert
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V. **Voting Protocol:**

The voting process:

- Board member “motions to approve”
- Different board second’s that motion (or doesn’t)
- Active members are asked “All in favor say yay”, all opposed say “nay”.
- If a stalemate: Vote to remove it or move it to unfinished business for next meeting

VI. **Treasurer's Report:**

- A. Account balance: \$5,904.37 (minus \$2,329.84 for a/c, \$1,000 for cement not yet paid out)
- B. Itemized receipt needed to be reimbursed from PTSA for any event
- C. Current Membership: 34

VII. **Main Topics:**

- A. Vice President Elisa Nunez to be the default President after May 20th - Not available, need new P as well.
- B. Need a new Secretary, Vice President, and Treasurer, and President for 2024-2025.
- C. Vote on \$921.47 Hoolaulea boys court shirts. - Carolyn motions, Elisa Nunez 2nd
- D. Vote on what to do and spend for teachers appreciation week in May \$1,653.06
 1. Previously - Johnny’s bento, give a teacher a cookie, Starbucks.
 2. Current ideas

- a) Cassandra motions to approve \$1400 for teacher appreciation week.
Elisa Nunez 2nd the motion.
- b) Lani Larrua church appreciation for the staff. Yay!
- c) Wednesday, May 8th lunch at the beginning of wellness meeting 1pm
(120 staff members) L&L BBQ? - Cassandra to order, Evann & Elisa
(maybe) pickup, Stucco kids serving
- d) May 10th Breakfast & Coffee - Evann order and pickup, Crystalena to
ask for donation from KTA of 4 dozen cut in half and supplement with
Costco. Need help picking up KTA, Costco, etc.
- e) (Maybe) Admin to visit staff during workday and hand out drinks &
snacks
- f) Volunteers:
 - (1) Evann Goo can help any day except Monday
 - (2) Crystalena can help Monday - Wednesday
- g) **Deadline** for all orders, calls, and estimates is **April 19th.**

VIII. **Previous Topic:**

- A. Who is interested in filling board positions. Cindy Martin volunteers to be a board
member, anything but President.
- B. \$1,000 allocated for painting cement

IX. **Current Projects & Objectives**

- A. Hope enough people step up to facilitate meetings, manage funds, and take meeting
minutes for 2024-2025

X. **Upcoming Events**

- A. None

XI. **Open Floor for Additional Topics**

- A.

XII. **Unfinished Business**

- A. Board members for 2024-2025: Secretary, Vice President, and Treasurer

XIII. **Next Meeting:** May 20th 2:30PM

XIV. **Adjournment:** : PM

QR Code for quick pay and membership sign up!

