

**Minutes of a Meeting of the
Las Lomas Parent Teacher Association Executive Board
December 14, 2016**

A meeting of the Las Lomas Parent Teacher Association Executive Board (the “**Board**”) was held at Las Lomas Elementary School on December 14, 2016 at 9:00 a.m.

Present were Anca Rusu (President); Ian Edwards (Treasurer); Brian Lee (Secretary); Adrienne Wonnacott (First Vice President); Diane Bradley (Second Vice President); Corinne Burke (Third Vice President) (for a portion); Stephanie McGrory (Fifth Vice President) (for a portion); Maggie Oren (Parliamentarian); Alain Camou (Principal); and Katie Chalfant (Assistant Principal). Absent was Prachi Shah (Fourth Vice President) and Katie Gordon (Teacher Representative).

Quorum was met, and Anca Rusu called the meeting to order. Brian Lee kept the minutes. The minutes from the meeting of the Board held on November 2, 2016 were approved.

Principal’s Report (Alain Camou)

Alain reported on a very successful Holiday Workshop. Alain also noted that the Google Chrome Cart had been delivered.

Alain also reported on a recent vandalism incident at the school and noted that the police are investigating.

Alain noted that, due to the pending construction at La Entrada, the Open House would be rescheduled to June 1, 2016.

President’s Report (Anca Rusu)

Anca reported on the preparations for the upcoming Read-a-Thon.

Anca noted that committee reports would be scheduled for future board meetings in January and February 2017.

Anca discussed the General Meeting to be scheduled for April 2017 and discussed potential locations.

Anca also reported on a successful Holiday Workshop and noted that, despite initial concerns, there were plenty of volunteers.

Treasurer Report (Ian Edwards)

Ian provided a report on the financials. Ian noted that funds continued to come in from Infosnap.

Ian also reported that IRS forms had been filed.

Ian also discussed preparations for an audit of the financial statements.

Secretary's Report (Brian Lee)

Brian reported on the status of potential donations from a parent.

Brian also discussed the communications with Room Parents.

First Vice President Report (Adrienne Wonnacott)

Adrienne reported that all assemblies for the school year had been booked.

Third Vice President Report (Corinne Burke)

Corinne reported on ongoing issues related to the Hot Lunch Program, specifically (i) there are not enough volunteers on Mondays (e.g., parents signing up but not showing up) and (ii) a significant number of "emergency" hot lunches.

Fifth Vice President Report (Stephanie McGrory)

Stephanie reported that, after the vandalism incident, the PTA Board was being redecorated.

Stephanie noted that Anca would send a request to the current committee chairs to prepare informational binders to provide to next year's committee chairs.

Parliamentarian Report (Maggie Oren)

Maggie discussed potential candidates for the Nominating Committee (to identify potential candidates to serve on the Board next year).

Next Meeting

The next meeting will be January 11, 2017 at 9:00 a.m.

At this time there was no further business to address. The meeting was adjourned at 10:30 a.m.

Brian Lee, Secretary