

DESEF Meeting Minutes

October 12, 2018

Meeting called to order 9:03 A.M.

Board members present: Laura DiGiovanni, Eric Pinkela, Lisa Pais, Elise August, Julie Windham. Jenny Kunz, Erin Raleigh, Curtis Haar, Thomas Brown, Lori Dabaco

Committee Members and guests present: Candace Lopes, Adrienne Yasuda, Nicole Liebelt, Chris Gayler, Doris Yip

DESEF President (Laura DiGiovanni) acknowledged that quorum established.

Department Reports

- **Teacher Representative-Julie Windham**-Had questions regarding the upcoming Auction teacher time events. Discussion held later in meeting.
- **Auction Kick Off Party-Nicole Liebelt**-Talked about Auction Kick Off Party to be held at Canyon Lakes Brewery. Discussed details about the DESEF Auction Kick Off Party. Secured casino company for Casino Night theme. Discussed dining options. Discussed what kind of items to be sold at Kick Off event. Decided not to have professional auctioneer. Considering a "personality" to help keep party atmosphere (local celebrity like a broadcaster or other big personality). Still deciding which biddable items will be listed at the Kick Off Party versus the Online Auction. Current details and financial projections are included with meeting notes.
- **Auction-Elise August**-128 donations in hand as of the meeting worth \$15,500 in value. There are 85 new donors. There is \$2,900 in sponsorship. \$1,000 more committed. Half the sponsors are new sponsors. Looking into who wants to host Buy-In parties (Party Chairs are Kiley Dinis and Nicole Brandow).
- **Odyssey of the Mind-Lori Dabaco**-Five teams-More opportunity to advance to World competition with the split of area to Northern California and Southern California.
- **Records-Lori Dabaco**-Will send information for record keeping out soon.
- **Dine-Outs-Erin Raleigh**-Results from Yogurtland and Pizza My Heart. California Pizza Kitchen will be the next event. There is a three month program selling CPK gift cards. Dos Coyotes event in December.
- **Assemblies-Jenny Kunz**-Last assembly involved exotic animals. The presenters brought a crocodile and other animals to show the kids. Future programs include a Creative Learning program which teaches using drawing to help retain information. There will also be a Bubble Mania assembly. DESEF is currently looking for someone to take over the Assemblies Chair for 2019-2020.

Eric Pinkela motioned to approve the September 14, 2018 meeting minutes. Elise August seconded. Motion carried and the September 14, 2018 meeting minutes reviewed and accepted into record without changes.

Treasurer's Report-Eric Pinkela

July and August 2018 Financial reports were presented and reviewed. See attached.

Eric Pinkela makes a motion to approve the July and August 2018 financials (to include Balance Sheet, Profit/Loss, Deposits, and Payment Detail). Curtis Haar seconded. Motion carried.

SRVEF Representative-Chris Gayler-Talked about the upcoming Run for Education. Time for teachers to apply for Chevron grants. Talked about the Anthem Buddies program as part of next Warriors Night.

Boosterthon-Eric Pinkela-Discussed getting t-shirts for the event. Wasn't cost effective to get t-shirts made for students. Would be cost effective with sponsorship of shirts. Made \$25,000 last year. We have a smaller school population this school year. Boosterthon thinks that \$21,000 is a realistic goal. Any money made above \$25k will mean a higher portion of the donations to the school. Discussed ways to motivate with prizes so there's a chance for more students to be rewarded.

President's Report-Laura DiGiovanni

- Earned \$2160 through Warrior Ticket sales
- Earned 10 more Disneyland tickets through work with the Boy Scouts at their recent Garden clean up day. We intend to use all or part of these for a raffle in the Spring near the Gianni's dine out.
- Housekeeping:
 - Deposit Card-Joanne Hunt will be using a deposit card for DESEF banking. This card only allows for deposits and cannot be used to make withdrawals. In the process of getting the card, there was a snafu and Joanne, who is not able to present at this meeting, asked Laura to relay the following and record this in the minutes:

"On September 19, 2018, Joanne Hunt, DESEF treasurer, requested from Bank of America a deposit-only ATM card. However, a "Debit" ATM card was accidentally received by Mrs. Hunt; such card allows full ATM access. On September 20, 2018, Mrs. Hunt noticed that she received the wrong card, returned to the bank, cancelled the ATM Debit card and re-requested the deposit-only ATM card. Evidence of the cancellation and destruction of the Debit card was provided to DESEF executive management on September 20, 2018. Other than two deposits, no other transactions occurred with the Debit ATM card prior to its cancellation."

A further note is that an ATM card did arrive via mail to the DESEF P.O. Box, but Laura DiGiovanni shredded it in the presence of Eric Pinkela on October 8, 2018.

- Halloween candy buy back will take place from November 1st-6th. Dr. Bigman and Dr. Goyal will be giving DESEF \$1 per pound of candy.
- Insurance is up to date and paid for the year.
- Met with Bart Cox and he's going to begin work with 5th grade soon for the first episode of WDTV. He liked the idea of highlighting some of the DESEF funded programs as part of this year's segments.

- Jenny completed audit this week and will present it to the DESEF Board next month.
- Raffle license is applied for.

Principal's Report-Curtis Haar

Book Fair is going well this week. There will be a school wide Earthquake Drill coming. Hiring another parateacher. Parent conferences are going well this week as well.

Meeting adjourned 10:06 a.m.

Next meeting is on November 9, 2018 at 9:00 a.m. in the Library Reading Room.