



## Association Meeting Minutes

Quorum 8

Meeting #1- September 3, 2020

@6:30pm Via Zoom

I. Welcome/Roll Call

Meeting was called to order @ 6:35 by Stefanie Schlepp, PTSA President

Attending:

Michelle Anaya, Erika Bell, Elyse Bennett, Annie Cabrera, Rebecca Constantino, April Fields, Cindy Fitzgerald, Nancy Guitierrez, Alison Havel, Wendy Jaffa, Cristina Jimenez, Kristen Kaneko, Tova Larsen, Manja Lenkin, Katherine Newall, Steve Richardson, Stefanie Schlepp, Crystal Sheppard, Sara Starks, Lindsay Traill, Carolina Vila, Kristal White, Lainie Zepeda, Erin Inatsugu

II. Adoption of Minutes

Minutes from May 21, 2020 were approved as presented.

III. Treasurer's Report

Manja Lenkin, Treasurer, gave report for May 1 - July 31, 2020

**OneWest Bank Account**

**Opening balance** on May 1, 2020 was \$ \$147,636.42

**Total income** was \$2,966.73

**The total expenditures** were \$17,691.51

**The ending balance** on July 31st was \$132,911.64

**Manja motioned to ratify bills paid by checks 2360-2364 totalling \$17,691.51**

**PayPal Account**

**Opening balance** on May 1st was \$701.28

**Total Income** was \$11,551.00 (Annual Giving donations, membership)

**Transfer to OneWestBank** was \$840

**Total Expenses** were \$367.86 (PayPal fee)

**Closing balance** on July 31st was \$11,055.48

**JAMS budget was presented by Manja Lenkin.**

**Manja motioned to release funds of \$50,000 through the end of October, for upcoming budgeted expenses.** Motion was seconded by Kristal White. Vote was taken and passed unanimously.



IV. Auditor Update

Erin Inatsugu, Auditor, read the auditors report from the 2019/ 2020 school year, and **found the records to be correct. Erin motioned to adopt them as stated**, seconded by Elyse Bennett. **Vote was taken, a motion was passed unanimously.** Next audit will be in January, 2021.

V. Parliamentarian Update

**Tova Larsen, Parliamentarian, made a motion to add two standing committees: Communications and Financial Secretary. Motion was seconded by Rebecca Constantino. Vote was taken and approved unanimously.**

VI. President Update

Stefanie Schlepp, President, introduced herself, and announced new appointed positions:

- Parliamentarian- Tova Larsen
- Membership - Alison Havel
- Financial - Claudia Seizer
- Student Store- Kari Yermian
- Ed Foundation Liaison- Julie Waterstone
- Communications- Kristal White
- Five Minute Audit Review - Erin Inatsugu

**Elyse Bennett made a motion to ratify the positions, motion was seconded by Manja Lenkin. Vote was taken and approved unanimously.**

New Audit Review Committee Members: Kristal White and Alison Havel.

**Motion was made to approve these by Steve Richardson, and seconded by Katherine Newal. Vote was taken, and approved unanimously.**

VII. Principal Update

- Back to School Night (recorded) Meet the Counselors Night (live)
- Science Magnet field trips will not be happening this year
- Performing arts center will be opening in March, 2021.
- Supplies for those who want them (optional) can be picked up from school
- Mock Trial is happening, tryouts are coming up soon.

VIII. Committee Updates

Membership, Ed Foundation, Parent Ed, Communications and Reflections gave updates.

IX. Adjournment

Meeting was adjourned at 7:25pm by Stefanie Schlepp.



Signed by: \_\_\_\_\_  
Cindy Fitzgerald, JAMS PTSA Secretary 2020/2021

Date: \_\_\_\_\_