**Union Middle School Home & School Club**

**September 3, 2015 Meeting**

Attendees: Sherine Johnson, Todd Feinberg, Michelle Martin, Kristi Haftorson, Rama Nemani, Rachel Hester, Doug Evans, Erica Cosgrove, Stacy Dobner, Amanda Berly, Traci Pickering, Camile Davis, Lauri Bertani, Becky Myers, Maureen Currie, Yvette Markett

Meeting called to order at 6:35p.m.

1. Welcome
2. Motion made to approve the minutes of the June Home and School Club Meeting. Motion was seconded. Four abstentions.
3. Treasurer’s Report Budget vs. Actual membership-Total Revenue looks good. Total Expenditures approx. $2,000. We have roughly 17% of the membership funds in which is normal to have this time of year. When submitting expense please keep in mind that original receipts need to be attached. Approximately one week turn around. When there is an event, double count and make sure the money gets put in the safe.

Auditor’s report – Rachel Hester reviewed prior year procedures and updated as necessary. Looked through all 6 months of the Treasurers’ binders since the last report. Selected February and April then traced through every item on the bank statement and the Quickbooks report and everything is in good shape. No missing checks and the bank fees were recorded. All cash deposits were properly double-counted and checks over $350 were signed by H&SC President and Treasurer.  Requested the report from the outside auditor hired by the district last year – it has not yet been received. Was confused about a particular set of check requests and will meet with Treasurer Maureen Currie to discuss. When there is a check reimbursement request there should be a record showing actual payment of the expense (not just that the item was ordered). There was one check for $25.00 that has been outstanding for a year and a half. Regarding evidence of approval (for check requests), there were no problems but it would be good to modify the check request form to add a line for committee chair approval, and signature lines for both people indicating approval for requests over $350. If the expense reimbursement is for the committee chair, approval should be indicated by someone else on the committee, and/or someone on the H&SC Board. The next audit goes from August 1 through January 31, 2016.

1. Old Business – Water stations status - Replacing three water stations by the cafeteria. The district office is working on the installation. Hoping they are installed shortly. Next step will be to have Leadership or ASB get water bottles with the UMS logo and start passing them out.
2. New Business
* By-Laws - E-mail Sherine if anyone has questions regarding By-laws.
* Fundraising Ideas - Safeway will no longer give money for escript. Sherine asked for other ideas for fundraising. Loosing Safeway is $10,000 the school will not receive this year. Todd Feinberg came up with the idea of having every parent participate in Smile.Amazon.com – need to figure out a way to get the link out.
* Empower posters – Turn requests in three days ahead of time. You can specify where you would like the poster.
* New morning Secretary position – Erica Cosgrove has agreed to be the morning secretary.
1. Committee Reports
	1. **Sports Boosters** – Bid and Boogie is October 17th, at Belwood Cabana Club. Ahead in ticket sales.
	2. **Book Faire** – The Book Faire will be from September 28th to October 5th. Looking for volunteers. The goal is under $6,200. Will have quality quad time. Will have a raffle.
	3. **BLAST** – The theme is Star Wars. The Drama Boosters would like to have an information booth. There will be a 70 foot long obstacle course, a wipe out course, and a shoe area. Currently working on putting a set-up and clean up course into place. This year the ticket value will be $1.00 (was .50 last year). Would like to have a Star Wars day.
	4. **Volunteer Coordinator** – Coordinator not present. Becky Myers did not receive the volunteer signup spreadsheet. Sherine will send her the spreadsheet. Becky would like dance chaperones.
	5. **Membership** - Total $23,435 including everything (approx. 67% of total budget). PayPal gave approx $8,000, $15,300 membership, $8,255 Bridge the Gap. May be another $3,000 for those that paid online. Only have four corporate matching donation donors (only $700.00). Todd Feinberg suggested using Four Leaf – an online directory free, safe, and efficient way to ours information. You can bookmark the site. Can have multiple groups. Can set expirations dates. For example, can have the 8th graders information cut off at the end of school year. Motion to approve Four Leaf to input those who have submitted the yellow form only. Those on the printed directory will automatically be on Four Leaf. Unanimous
	6. **eScrip/Amazon –** Committee Member not present – nothing reported.
	7. **mPower –** There are Twenty-three volunteers representing four schools. There are fifteen returning volunteers. The schedule will be 6th grade on Tuesdays and 7th and 8th grades on Mondays.
	8. **Art Vistas –** Committee Member not present – nothing reported.
	9. **8th Grade Grad Dance –** No discussion.
	10. **Hospitality** – Back-to-school breakfast was amazing.
	11. **Website** – Received over 400 views.
	12. **Music Boosters** – No discussion.
	13. **Drama** – No discussion.
2. UMS Student Leadership Report - P.E. Help-a-thon Assembly- rally next Thursday at lunch. Students will do community service and pledge to help. The money will go to ASB. Becky Myers said the day for community service is up for discussion. Treats for Troops starts on 9-11 making packages for the troops the drive will include the entire school during the school day.
3. Teacher Report - Teachers loved the breakfast and love everything Home and School Club does for them and the community.
4. UMS Administrative Reports – Having a wonderful start of the year. The teachers are great. They participated in an Amazing Race for teachers – started with a deck of cards then were handed a script. (Like the Amazing Race). Will be renewing the schools to watch September 30th. Union will be recognized at the Sacramento trip.

Next meeting is Thursday, October 8th 8:30a.m., in the library

Meeting Adjourned at 7:40p.m.