

Tyee PTSA BOD Meeting Minutes

DRAFT

Sept 8th, 2022

Dial In Conference Call: Zoom



Minutes Stand As approved on October 13, 2022 BOD meeting

1. Call to Order

The meeting was called to order by Yueqin Wang at 7:34pm Sept 8th, 2022.

1.1 Attendance & Quorum

Quorum met & Attendance (See Appendix 1)

2. Approval of Minutes

Minutes for June 14, 2022, BOD meeting were approved.

3. Treasurer's Financial Report – Iris Huang

Treasure provided a financial report for August. In August, we have a total revenue of \$9,452 which includes \$6,160 Tyee bucks, \$1,620 Membership fee, and \$1,252 Sprit wear. For the Tyee bucks, we have reached 26% of the budget. Hopefully, in coming September and October, we will achieve our target goal.

4. Standard Business

3.1. President's Report – Yueqin Wang and Jennifer Li

Jennifer thanked all volunteers' support and all board members for the service. Jennifer also shared this year's PTSA goal.

3.2. Principal's Report

Tyee Principle, Byron Lillie was absent from the meeting.

3.3. VP Reports

- **Ways and Means – Vicki Zhao and Angela Qu**

To promote donation, it was proposed that parents who donate \$150 and more can get a gift, eg. a Tyee mug.

- **Programs – Sandy Zhang**

Sandy thanked all the parents who signed up as club chairs. We still have some open positions for club chairs.

- **Communications – Peggy Wang**

No update.

5. New Business

- **5.1 Board Commitment Form – Yueqin Wang**

A reminder for all board members to sign off the commitment form as soon as possible and emailed the form to Ning and/or Jennifer.

- **5.2 PTSA Goal Review & Standing Rule – Yueqin Wang**

A draft will be sent out to Board members for an online vote before the next General Meeting.

- **5.3 Membership Goal & Promotion Plan – Eunjeong Choi**

Membership goals may need to be lowered according to the actual student enrollment. We may consider PTSA member benefits, including lowering the PTSA-sponsored club member fee for PTSA members.

- **5.4 Fundraising Goal & Promotion Plan – Yueqin Wang and Vicki Zhao**

The current fundraising goal is \$21,600. The board proposed to raise the goal and will continue the discussion online.

- **5.5 PTSA Club enroll policy (covered in section 5.3)**

- **5.6 Bellevue PTA Council –Voting Delegates – Yueqin Wang**

Angela motioned to nominate Peggy Wang and Christie Luo as the voting delegates for Bellevue PTA Council. The motion was seconded and was carried out by unanimous vote.

- **5.7 POA Review meeting date – Yueqin Wang**

Meeting date set at 7:00PM Sept 14th, 2022.

- **5.8 Newsletter Submissions Deadline – Peggy Wang**

The deadline of blurb submission is Friday morning.

- **5.9 Year End Financial Review 2021-2022 – Sandy Zhang**

A financial review was completed on Aug 1st, 2022 and no problem was found.

- **5.10 Budget draft adjustment (covered in section 5.4)**

- **5.11 Review Open Chair Positions – Yueqin Wang**

We still have a couple of open chair positions, including the Walkabout program.

Suggested to submit the open chair position list to the principal for further advertisement.

- **5.12 The President's Volunteer Service Award Committee – Yueqin Wang**

Sandy and Vicki will form the President's Volunteer Service Award Committee.

- **5.13 New Bank Signer – Yueqin Wang**

Carolyn Li will receive the paper statement from the Bank and review it against the treasurer's report.

- **5.14 PTSA Club Parent Information Night – Yueqin Wang**

The first parent information night will be Sept 21 for Science Club.

6. Announcements & Upcoming Dates

Sept 2022

- 9/6 1st Bellevue PTSA Council Meeting
- 9/8 PTSA Board of Directors Meeting
- 9/15 PTSA General Membership Meeting
- 9/23 Competition math Club Parent Information Night

- 9/29 Programming Competition Club Parent Information Night

7. Adjournment

Yueqin Wang adjourned the meeting at 9:47 pm on Sept 8th, 2022.

8. Submitted by

Ning Weng, Tyee PTSA Secretary, on Sept 9th, 2022.



BOD Meeting Sign-in Sheet

Zoom – Dial In
Sept 8, 2022

Quorum: 10 Total Attendance: 13 Majority Vote : 5

EXECUTIVE COMMITTEE		SIGNATURE
Yueqin Wang	President	X
Jennifer Lee	Co-President to be elected	X
Christine Cheung	Co-President to be elected	X
Vicky Zhao	Co-Vice President – Ways & Means to be elected	X
Angela Qu	Co-Vice President – Ways & Means to be elected	X
Sheng Xu	Co-Vice President - Programs	X
Sandy Zhang	Co-Vice President - Programs	x
Peggy Wang	Vice President - Communications	X
Iris Huang	Co-Treasurer	X
Christie Luo	Co-Treasurer	X
Ning (Winnie) Weng	Secretary	X
BOARD OF DIRECTORS		SIGNATURE
See EC Above	See EC Above	See EC Above
Eunjeong Choi	Membership Chair	X
Carolyn Li	Grants Chair	X
James Burke	At-Large Board Member	
SCHOOL REPRESENTATIVES		SIGNATURE
Byron Lillie	Tyee Principal	
James Burke	Staff Representative	See BOD Above
COMMITTEES		SIGNATURE
	Co-BSF Ambassador	

	Walk About Chair	
Jian Zhang	Grants Chair	
	Reflections Chair	
	Book Fair Chair	
	Musical Chair	
	Staff Appreciation Chair	
	Volunteer Coordinator	
	Student Social Chair	
	8 th Grade Party	
	Field Trips	
	Outreach (FACE)	
	Spirit wear	
	Cyber Safety	
	Directory	
	Book Fair	
	Used Music Uniform Sale	
CLUBS		SIGNATURE
Xiaohong Fan	Competition Math Club	
Zhen Zhang	Competition Math Club	
	Competition Math Club	
	Competition Coding Club	
	Science Club	
	Science Club	
	Finance Club	
	Finance Club	
	Spelling Bee	
	Robotics	
Reji Dasan	Python Bytes	
	Python Bytes	
	Debate Club	
	Programming Competition	

	Programming Competition	
VISITORS (Print Name)		SIGNATURE