



Executive Board Meeting Minutes
April 9, 2024

Attendees: Byron Bebee, Tabitha Bebee, Sarah Dean, Renae Ross, Mitra Bennett,
Yvette Sanchez, John Gavel, Yan Jiang, Aline Teixeira,
Emma Kalmbach, Brenda Riser, Sophia Riser

1. **Call to Order:** Byron Beebe called the meeting to order at 5:05pm
2. **Welcome & Introductions:** Byron welcomed everyone and mentioned we are almost at the end of the year.
3. **Determination of Quorum:** Quorum was met with 10 members present.
4. **Reading and Approval of the Minutes:** The minutes were unanimously APPROVED as submitted.
Mitra – motion / Sarah – second
5. **Treasurer’s Report:** Sarah reported that we have \$29,333.41 in net revenue. The gross Phling revenue is \$35,071.44. The new Phling revenue is \$23,724.42. We have about \$1,500 more to pay in Phling expenses. Currently there is \$52,298.82 in checking and \$1,776 in savings, giving us a total of \$55,034.93.
6. **President’s Report:** We have made about \$39,000 this year. We need to start thinking about how much we want to retain. We didn’t add scholarships to this year’s budget, we earned them, but we can add them to next year’s budget. The revenue per seat at the Phling was \$77.28. The cost was \$74.17 per seat so we made over a \$3.00 profit per seat. Byron estimated that we received \$1,700 to \$1,800 in donations from the board.
7. **New Business:**
 - a. **Charitable Registration Delinquency Notice:** 2 years ago, during the 21-22 Fiscal Year, the CTTR Form was not sent in on time. We received a notice to cease all charitable work until this is fixed. We can currently vote on items but not spend money until the situation is resolved. It should be resolved soon.
 - b. **Board of Directors Nomination Discussion:** Byron described how the nomination process works. Since John and Brenda are retiring once their seniors graduate, Byron nominated everyone else on the current board to next year’s board. He also nominated Kay Cornelison.
 - c. **Teacher Appreciation Discussion:** We have \$500 budgeted but we usually receive donations for the week. The Board discussed how to structure the week. Coffee and doughnuts will be served Monday. Anna, Mitra, and Yvette will help with this. Byron and Tabitha will serve a Hawaiian lunch on Friday. Ice Cream bars will be served another day and Sarah will be in charge of that. Emma will provide a snack another day. We are still hoping to provide a massage day for the staff members. The Board discussed possible masseuses. Sophia mentioned that AP testing is that week so we will need to take lunch to those who are proctoring or find out when they are scheduled to take lunch.
 - d. **Senior Celebration Discussion:** We have a \$1,000 budget. Gifts will be \$25 to \$50 per student.
 - e. **Scholarship Discussion/Vote:** We have received a list of 11 students who are the top scholars in each department. The committee discussed whether the scholarship amount should be \$200 or \$250. After much discussion and adding in the issue of inflation, the committee unanimously APPROVED to set the Scholarship amount to \$250.00 for a total of \$2,570
Tabitha – motion/ John - second
8. **Board Adjournment:** Motion to adjourn ALL APPROVED
Emma - motion /Jan - second
The meeting adjourned at 6:00pm