

Oya No Kai

Board Meeting Minutes

Tuesday, June 23, 2009

Board members present: Julie Nieman, Maya Mori, Angie Tomlinson, Sarah Stephens, Melissa Gorgon Clark, Cathy Zaerr, Aimee Virnig, Kurt Lootens, John Baumgardner

Guest: Jennifer Lootens

The meeting was called to order at 7:07 pm and was held at the home of Sarah Stephens.

Meeting minutes from May were reviewed and approved with corrections.

Board positions: John Baumgardner stepped down from his position as president. New officers were voted in as follows: Sarah Stephens, president, Maya Mori, vice president, Julie Nieman, treasurer, and Cathy Zaerr, treasurer. We also welcomed and recognized our two new board members, Melissa Gorgon Clark and Teresa Schultz.

Financials: Julie passed out the current report and highlighted a few variances. Our budget is still on track, and we need to begin working on our next budget to be voted on at our August meeting.

Thank you gifts were given to our teachers and special volunteers (thank you, Maya).

Directory: GOAL- to be printed by the end of September. Maya is looking for someone to take on the advertising piece and another person besides Micah to do layout. Angie has four names of graphic designers (who were interested in helping out with the art cards last year). Phil Plummer can select out any type of information we would like from the past directories, which will help a great deal in updating our alumni database.

Membership drive: Teresa will be the point person. Melanie and Maya are getting things going in September. We will look into mailing service possibilities (Chris Onchi, a parent in the program, has a business that does this). We currently have 511 families. We need to check in with PTA, but feel that starting earlier is better than waiting.

Interns: Things are okay. They are enjoying their summer and are gearing up for Kurabu.

Bike Fleet: Several people have made donations. Some are too big, some are not in good condition. We have volunteers who will maintain them. We want to develop a database to keep track of who has which bike. John B. will send out generic receipt to give donors.

Homestays: Fall move is scheduled for October 11th. Spring list will be finalized by December. One intern has moved.

Communications: Jean M. has new information for the website. Changes have not yet occurred. We would like to make it easier to sign up for the list serv. Sarah is going to be contact person for the website as she needs auction information on the website right now.

Constant Contact: Nice, well received. September issue possibility- "Where are our graduates now"?

Fifth grade exchange: No news is good news. They are having a good time and will return on July 2nd. Melanie created a fantastic journal for the trip. John B. will host a thank you dinner for Aimee, Masako and Teresa. John and/or Maya will write a card to accompany Doug's thank you gift.

Sapporo, Sister City Association: (Angie) They are looking for new board members. Doug Lovett will be stepping down.

Japan-American Celebration: Held in Washington D.C. Angie will email Alison with information to add to Constant Contact.

Mt. Tabor: They are experiencing some budget cuts, and a team teaching model has been proposed. There will be two weeks of tutoring at Tabor in August (FLAP grant). Invitation letters have been sent, and students can also elect to attend.

Grant: The graduation ceremony was nice. Mr. Luft has moved on to other teaching opportunities.

Westwind: (Jennifer Lootens) How can we be equal and fair to everyone who wants to sign up? Some possibilities include: WW newsletter, post cards, backpack handouts. Email saves money, but not everyone has it. There is a firm 150 person limit. Shall we consider a different location? Twenty to thirty families who wanted to attend were not able to this year due to space limitations.

Kurabu: Camp begins on Monday, June 29th. Maya will be contact person in Cathy's absence. Niji wants to hire another helper. Can we pay our interns more than \$600?

Deposits to class accounts: In order to make this work, Julie would have to add every child to quickbooks. Perhaps better to use own bank instead of ONK as a bank at this point.

T-shirts: Deadline for preliminary designs will be August 4th.

Auction: Sarah would like board members to take on a job. Julie has taken on treasurer piece and Kurt will be the technology person.

Summer schedule: auctions and year long planning meeting, July 15th

Budget planning meeting, August, 4th, and Teresa's house

Budget vote meeting, August 25th

For consideration: Scrip- Where shall we store Scrip? How can we protect Carrie in case of loss or theft?

Respectfully submitted,

Cathy Zaerr, ONK secretary