

**Special Meeting of the Board of Directors
Valencia Elementary Home and School Club
Minutes
July 2, 2009**

The special meeting of the Members of the Board of Directors of the Valencia Elementary Home and School Club was held on Thursday, July 2, 2009, at 2:00 P.M.

Board Member Attendees: Karin Kerber-Smith, President; Michelle Young, Co-Vice President; Kalena Allard, Co-Vice President; Annette Allen, Treasurer; Kate West-Douglas, Room Parent Coordinator; and Christina Quakenbush, Recording Secretary

Board Members Absentees: Carol Galasso, Volunteer Coordinator; and Fabiola Baeza, Corresponding Secretary

Non-Board Member Attendees: None

- I. **Board Appointment Vacancy.** Karin Kerber-Smith reported that after many attempts, she has not been able to reach Fabiola Baeza, the Corresponding Secretary appointed for the 2009/2010 year. Likewise Ms. Baeza has not contacted Ms. Kerber-Smith or any other board members since the appointment. Natalie Manning, the outgoing 2008/2009 Corresponding Secretary, has showed an interest in fulfilling the apparently vacant position. After discussion, Kalena Allard moved that “Natalie Manning be appointed as Corresponding Secretary.” The motion was duly made and seconded. However, after the meeting it was discovered that the Board was not in compliance with the Bylaws for filling board vacancies. Thus, this motion has been postponed for a further attempt to reach Ms. Baeza to ask for her letter of resignation or, per the Bylaws, until Ms. Baeza misses 3 consecutive meetings. Natalie Manning will be Acting Corresponding Secretary until this issue has been resolved.

- II. **2009/2010 Operating and Fundraising Goals.** Karin Kerber-Smith reiterated the club’s operating goal commitment of promoting a “green” school. The entire board agreed that it should be a goal to achieve maximum returns with minimum waste and to increase awareness about the environment and encourage green opportunities. Further discussion and green decisions will be addressed at forthcoming meetings.

Ms. Kerber-Smith discussed the Club’s Back to School package and raised the issue of whether the Valencia family donation goal should be communicated as a per-student or per-family amount. The Board agreed that the per-family amount was a more equitable way to distribute the donations among the Valencia families. Further discussion and decisions will be addressed at forthcoming meetings.

III. **Planned and Other Possible Fundraisers.** Ms. Kerber-Smith produced a list of the fundraising events which were approved at the April 29, 2009 meeting. She introduced the additional fundraising idea of a Smith and Vandiver online sale, possibly for Valentine's or Mother's Day. The Club would receive the benefit of 50% of all online sales. The board agreed that this fundraising idea would be worth pursuing as it was inline with the Club's promotion of a green theme and asked Ms. Kerber-Smith to provide more information for the next meeting.

The meeting adjourned at 3:40 PM.

Christina Quakenbush, Recording Secretary
Valencia Elementary Home and School Club