

FoWY Monthly Meeting Minutes

February 8, 2023 - 6:30 PM /WY Blue House

Absences: Suzie Desai, Alison Brown Ferguson, Eleanor Luk, Kimberly Keith, Laurie Mullick, Ben Pan, Yescenia Sanchez, Natasha Solis, Elana Tennenbaum, Stacey Young, Yuning Zu

Guests: n/a

Call to Order: 6:37 PM (Lynne Radomski)

December and January minutes reviewed/approved: (Lynne/Stephanie)

January agenda reviewed/EDITED (to allow Student Report first)/approved: (Kelly/Scott)

President's Report (Arlyne Chin)

*Neighborhood socials: Jenny and Elana are hosting Feb 16 at 7 PM at the Village Tap in Roscoe Village. The Communications committee is posting to Facebook. Discussion about purchasing customized banner to take to socials; Patricia will explore options. Scott offered to host April social; he will work on details.

*Transition process for next year's Board of Directors: Arlyne is creating process document to outline current policies and procedures. The document only serves as current guidance; as the board evolves, new ideas will drive changes.

*Yolanda emphasized the need for Board members to step into vacant roles; she will organize a transition team to learn critical roles of Finance, Development, and Grants.

*Arlyne will offer set times for mentoring anyone who wants additional assistance with any processes or software.

Committee Reports

1) Alumni

- Stacey is scheduling committee meeting this month

2) Annual Fund/Grants (Arlyne/Patty):

- **Annual Fund** (Arlyne):

- continuing positive trend in current totals

- anyone can ask for tracking reports

- videos from Gerome will be used to promote Annual Fund as necessary; committee is working on those decisions.

- Spring Bash communications taking precedence until end of March

- **Grants** (Patty):

- \$17,000 already paid out; \$40,000 still outstanding; April deadline to claim

- Spring grant cycle opens February 15; \$20,000 available. Announcement going in Weekly.

Content forwarded to Communications team to post.

- Record year for requests; committee needs to discuss ways to better set expectations for awards. Will provide statistics of # of requests/amount of rewards.

- Questions about partial funding; some groups disappointed because of awards in previous years. Messaging should include reasons/processes for funding. Equity is most important.

- Committee is discussing whether to provide alternate funding ideas for clubs to explore so they are not solely relying on Grants.

- Committee also wants to improve communications with faculty and staff. Victor offered the help of the Student Committee. :)

3) Communications (Yolanda/Joel):

- in process of setting up committee procedures for platforms and posting

- ad hoc posting so far; outreach planned for committees for more consistent flow of content.

- requesting 48 hours lead time for any communications requests

- will use Grace Terry for requests, but we need to provide content to her
 - team will send process instructions next week to committees interested in posting.
 - posts will be confirmed to each requester
- 4) **Community/Volunteer** (Lynne):
- Dolphin Depot:
 1. Blessings in a Backpack ready to launch. Molly will follow up on invoice and start dates from the organization; Ms. Hurtado in the Main Office will be our school contact.
 2. Received 2 requests -both funded.
 3. Committee is discussing Google Form created by Counseling Office to mainstream requests. Equity might be a concern.
 4. Lynne has been meeting with several community organizations (OneGoal; CIS; Horizons) to see if there are any outside resources for our students.
 5. Kelly and Molly have volunteered to lead “Vintage Vault” initiative.
 - Volunteer Drive:
 1. Megan reported links have been added to the main WY website but are not working. Links are currently not showing on the FoWY website. We will look into solution.
 2. Marketing and messaging for volunteer drive will be necessary
 - Community Spotlight:
 1. Arlyne Chin is our current spotlight! Content ready and loaded on FoWY website
 2. Committee still discussing a link/QR code to a nominating form
 - Faculty Breakfast: very successful; thank you to all who volunteered!
 - Faculty Luncheon:
 1. Planning has begun
 2. Invitation for all Board members to participate
 3. Anyone with catering/food ideas, please forward.
 - Community Gatherings:
 1. Alison and Eleanor have worked hard to find/plan successful opportunities for our community to gather.
 2. We are continuing to develop ways to market and support activities that are already planned. “Pod Squad” will invite/encourage/emphasize ways our community can show up for each other outside our normal activities.
 3. Student Committee will help.
 4. Would like to create a calendar of all activities/events, and use our communications team/processes to notify the community to join us. Could this be a student job?
- 5) **Development/Fundraising** (Arlyne):
- Spring Bash planning is well underway
 - Ticketing, sponsorship set; raffles ready to launch
 - ticket prices have increased overall (but still relatively inexpensive); fewer sponsorship tiers
 - Grand prize (car?) still being explored (Nadia)
 - cocktail upcharge being considered
 - documents ready to send out to teams/clubs
 - thank you to Jenny who has already brought in over \$4000 in donations
- 6) **Finance** (Stephanie):
- Still soliciting interest for someone to take Treasurer role
 - Considering proactive communication to clubs/organizations to report balances
 - Committee is considering removing untouched balances from groups
 - See financial report for specific spending/balances
- 7) **Student Report** (Victor/Jiaming):
- 2nd Club Fair held to highlight opportunities for participation.

- Shared upcoming activities/events this month: African American Club spirit week; shows; Valentine Grams; Krispy Kreme fundraiser supporting Student Council.
- continuing to work on improving student awareness of fundraising and participation in school activities.

8) **Nominating** (Arlyne):

- No current chair; Leah volunteered to assist
- April - slate of Directors/Executive Board will be presented; May - vote; June - 1st meeting of new board
- plan to recruit and use communications platforms to seek out new board members

9) **Policy** (Yolanda):

- Establishing processes and policies for each committee, specifically Development, Finance and Grants.
- Yolanda is developing Transition Team with board members willing to assist

LSC (Arlyne for Brad):

- Repeat - LSC Openings - LSC will be looking for parent representatives who would like to serve.
- Parent & Community is working on planning the next Community/Hot Topic session; “Coffee with Mr. Harris” will be held in the WY Library on Friday, February 24.
- May meeting had been scheduled “virtual” but has been moved to “in-person”

New Business:

- Stephanie reminded us of Bulls game partnerships; FoWY received \$100 from ticket sales from the last game. We already have 16 tickets sold for the next game.

Meeting Adjourned: 8:20 PM (Lynne/Stephanie)

Next Meeting: Wednesday, March 8, 2023 @ 6:30 PM (virtual)