

OSEA Chapter 48 Executive Board Meeting Minutes
February 27, 2018 @ SPED 2

The meeting was called to order at 6:00 p.m. by President Anna Taylor.

Executive Board Members in attendance: President - Anna Taylor, Secretary - Diane Holste, Treasurer - Kristen Croft, Nutritional Services Rep - Kim Kennedy, Transportation Rep - Kirk Wilkins, Trade Representative - Lynette Stone, Instructional Representative - Dan Horn, Clerical/Technical Rep & Zone 1 Director - Dianna Hess.

- 1) January 17th, 2018 minutes were reviewed. A change was noted and made to the minutes. They were then approved and a motion was moved and seconded. The change was approved.
- 2) Old Business
 - a) Classified Appreciation Week Movie details discussed
 - i) Cost of use of the theatre \$800 plus concession stand.
 - ii) Six (6) movies will be shown - there will be a 1st showing time and a 2nd showing time.
 - iii) Movies to be shown:
 - (1) 1st Showing
 - (a) Coco
 - (b) Paddington 2
 - (c) Ferdinand
 - (2) 2nd Showing
 - (a) Thor
 - (b) The Shape of Water
 - (c) Three Billboards Outside Ebbing Missouri
 - (3) These movies have been approved by the Executive Board
 - iv) It was brought to our attention that the night Classified staff will not be able to take advantage of the movies.
 - (1) It as presented that we could purchase tickets for those that RSVP.
 - (2) They can send their families to the movie night.
 - (3) Change the current movie night flyer to include an invitation to the night Classified's families.
 - (a) There was a motion to add this and was seconded. It passed.
 - v) Food and Drinks
 - (1) Attendees will receive popcorn and soda from the concession stand and the Chapter will pay for those. Attendees can purchase their own alcohol at the concession stand.
 - (2) Water will be provided (cup and dispenser - no bottles)
 - (3) Pizza
 - (a) Vendors considered
 - (i) Round Table
 - (ii) Pizza Hut
 - (b) Things considered

- (i) Location of vendor
 - (ii) Pricing
 - (iii) Taste
 - (c) After reviewing the above it was moved and seconded to use Pizza Hut. It was approved.
 - (d) Delivery times considered 3:35 pm and 4:15 pm.
 - (e) Quantity was initially set at 10 Cheese, 10 Pepperoni, and 10 Hawaiian. These will be adjusted as the RSVPs are reviewed.
- (4) Cookies and Rice Krispie Treats
 - (a) Kristen Croft has researched pricing and types offering.
 - (b) Grandma's Cookies - Chocolate Brownie, Chocolate Chip, Oatmeal Raisin, and Peanut Butter. We voted to only have Chocolate Brownie and Chocolate Chip. At this time looking to get 120 cookie packets; this number will be adjusted as RSVPs are counted.
 - (c) Rice Krispies Treats. Will cover the people that are gluten free. At this time looking to get 60 packets; this number will be adjusted as RSVPs are counted.
- vi) Advertising
 - (1) Flyers
 - (a) Emailing to Classified staff
 - (b) Valley Theater is willing to place them at the front area.
 - (2) Banner at the theater
 - (a) Dianna is getting the general OSEA banner from the main office.
 - (b) Anna is looking into purchasing a more specific banner for Classified Appreciation Week. The vendor she is working with will do it for \$160 and it will be here in time.
 - (i) The board discussed the need for the banner.
 - (ii) It was voted to not have the banner purchased at this time and use the one from OSEA. (**TABLED** until another meeting).
- b) Diana Hess will be available to swear in the new Executive Board members at the 03/17/2018 Chapter meeting.
- c) Membership Drive
 - i) New dates considered are April 9th-12th. But the calendar will need to be reviewed for conflicts like Chapter Meeting; may need to push to the following week.
 - ii) Training will be decided as soon as the actual dates are established.
 - iii) Those that invited members to assist in the initial Drive dates will need to re-invite those members.
 - iv) More assistance is needed. See if there are others that can participate.
- d) Insurance Committee

- i) Debbie Johnson will attend the April meeting at present the new insurance information.
- 3) New Business
 - a) President Report
 - i) Local Option Levy
 - (1) Executive Board needs to discuss what we need to do.
 - (a) Send a letter to OSEA for us to sponsor the levy.
 - (b) Discuss at the next Chapter meeting about Chapter sponsorship.
 - (c) Ensure we are in compliance with this requests.
 - (2) Tom Colett will be at the March Chapter meeting to discuss the Levy.
 - ii) Inviting Superintendent Grotting to a meeting or another School Board.
 - (1) Anna will be looking into setting up separate meetings with the Superintendent.
 - (2) These types of meeting are on Tuesday at 9am.
 - iii) Monthly training list
 - (1) PERS representative come to speak.
 - (2) List of organizations out to the members.
 - (3) Set up on student free days.
 - b) Treasurer's Report
 - i) **Tabling** the Treasurer Report until next meeting.
 - ii) More checks are to be ordered.
 - iii) Members are asking for an audit
 - (1) Kim made a motion was made to have the Treasurer request an audit through OSEA.
 - (2) Dianna seconded.
- 4) Meeting was adjourned at 7:35 pm.

Minutes were approved at the 04/11/2018 Executive Board Meeting. Addendums are represented by either underline or strikethrough.

Respectively submitted by:
Diane Holste
Chapter 48 Secretary