



# WILLIAMS WINS BOARD MEETING AGENDA & MEETING NOTES

**MEETING DATE:** August 11, 2025

**MEETING TIME:** 2:30 pm

**MEETING LOCATION:** Williams Library & Google Meets

## **REQUESTED ATTENDEES**

- |  |  |
|--|--|
| <input type="checkbox"/> Laura Limasa – Co-President                     | <input checked="" type="checkbox"/> Amy Kuoyang – Co VP of Fundraising         |
| <input checked="" type="checkbox"/> Stacey Gingery – Co-President        | <input checked="" type="checkbox"/> Edlyn Chang – Co VP of Fundraising         |
| <input checked="" type="checkbox"/> Gina Pham – CFO                      | <input type="checkbox"/> Kelly Minister – Webmaster                            |
| <input checked="" type="checkbox"/> Andy Park – Treasurer                | <input checked="" type="checkbox"/> Devin Blizzard – Principal                 |
| <input checked="" type="checkbox"/> Whitney Beaver – Secretary           | <input checked="" type="checkbox"/> Jodi McCash – Upper Grade Teacher Rep      |
| <input checked="" type="checkbox"/> Jenna Dobrenz – VP of Communications | <input checked="" type="checkbox"/> Katrina Alevizos – Lower Grade Teacher Rep |

## **AGENDA ITEMS**

**Welcome //** Stacey

**Call to Order:** 2:33pm

- Welcome!

**Approval of Previous Minutes //** Whitney

- Approved via email
- Laura Motioned to approve May minutes
  - Jenn Seconded
  - All in favor
  - PASSED

**Principal Updates //** Dr. Blizzard

- Thank you for all of your help!
- New Hire: Rachel Wellington - dance class 2x a week via assembly bill
  - Art teacher will return this year
  - Vivace Music - will now include TK music as well
- WINS will add new \$500 budget for Dance program
- Abigail Shaegan (2nd grade)- On leave of absence this fall semester, Nancy Bilbao is filling in for her

**Teacher Updates //** Katrina and Jodi

- No Updates

### **Community Updates // Stacey**

- Back to School Staff Appreciation
  - WINS provided staff: Coffee & Donuts (8/4), Lunch (8/5), Snack Bar (8/7, 8/8)
- TK/Kinder Picnic, Ice Cream Social & Movie Night
  - 8/15 - 6pm Picnic, 7pm Ice Cream Social, 8:15pm Movie (Inside Out)
    - 1 free ice cream/guest
- Spirit Wear Sale
  - 1st Deadline 8/22, 2nd Deadline 8/29
    - WINS will purchase five TK and five 5th grade spirit shirts to account for potential late student additions (WINS has backstock of Kinder spirit shirts)
- Fall Book Fair
  - Tentatively week of 8/25
    - Dr. Blizzard & WINS ideally would like to have it run alongside same week as Back to School Night
- Open Chair & Committee Positions
  - Walk-a-Thon Committee
  - Heritage Day Chairs & Committee
  - Yearbook Co-chair, Photographer & Committee
  - Garden Club Co-chair
  - Math Club Co-chair
  - Science Fair Co-chair
  - Classroom Project Cornerstone Parents
  - Classroom Yearbook Parents
  - Classroom Parents
  - Co-Webmaster

### **CFO & Treasurer Updates // Gina & Andy**

- Financial Updates
  - Opening Balance: \$433,588.74 (as of 6/30/25)
  - Total Revenue: \$15,303.24
  - Total Expenses: \$10,756.31 - Note: including \$3,504.46 for Fiscal 2024-2025
  - Total Net/Profit Loss: +\$4,546.93
  - Closing Balance: \$438,135.67 (as of 8/11/25)
- Reimbursement Process
  - Same as last year- Reimbursement Forms are online and should be submitted with receipts.
  - In process of updating budget categories in reimbursement form to align with 2025-2026 budget

### **Fundraising Updates // Amy & Edlyn**

- Make-A-Difference Drive
  - Deadline: Sept 5th

- WINS CO-VPS of Fundraising will send weekly class participation updates to teachers
- Current Status: \$23,072.00 + corporate matching
  - 54 students donated

**Communications Updates // Jenna & Kelly**

- Newsletter & Social Media Strategy
  - Sent out 1st Newsletter on 1st Day of School
  - Reviewing calendar, planning newsletters for the year
    - Corporate sponsors will be highlighted and given a copy of newsletter
      - New to include: WINS programs highlights (chess club, etc.)

**Corporate Sponsor Updates // Jenna**

- Reached out to 90 local business
- 9 of 16 businesses (from last year) committed
  - Working on new business leads as well

**Open Floor (10 minutes) // All**

- September 24th - School Photos
  - Will notify ahead of time via Newsletter and can help with finding and coordinating volunteers

**Adjourn - End Time: 3:23pm**

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**Votes Approved via Email**

- 2025-2026 Budget: Laura motioned a vote to approve the 2025-2026 WINS Budget. Whitney seconded. All approved.