



1337 Mahiole Street
Honolulu, Hawaii 96819

Executive Board Meeting Minutes
August 6, 2022

Attending Members: Stacey Nishibata, Summer Kupau-Odo, Anne Lee, Jodi Inoue, Kelen Moana, Darlene Mikami

- I. Call to Order
 - a. Meeting was called to order by Stacey at 2:00pm via Webex.
- II. Transition from Curtis to Jodi
 - a. Jodi has the laptop but no checkbook yet.
 - b. Up to date on taxes
 - c. T-shirt order tracking. Pending report from Kyle.
 - d. Upgrading from Quicken to QuickBooks, and to update the software and laptop to sync information.
- III. DCCA Registration
 - a. Registration pending to update with Officer information for this year.
- IV. T-Shirt Orders
 - a. Charis Logan placed an order for more t-shirts.
 - b. May require assistance to fill orders. We package the orders, and the school helps distribute to the classrooms.
- V. Membership
 - a. Forms were included in the portfolios which will be distributed to students.
 - b. Once we have the listing, we will contact interested parents to help volunteer.
 - c. Pending questionnaire from Meet and Greet which includes interested parent volunteers.
 - d. Anne to work on thank you note and small gift to members and donors.
- VI. Robotics
 - a. Question was posed if there was any interest in starting the team again?
 - b. Stacey to ask around for more information.
- VII. Tentative Calendar Events
 - a. September: Membership Recruitment / Movie Night or Virtual Bingo Night
 - b. October: MGMC Fall Fest, Paint the Pumpkin
 - c. November: Fun Fair / Carnival Theme / During School Hours / Virtual Silent Auction
 - d. December: HTY Virtual / Gingerbread Kits
 - e. February: Apple Giving Tree / STEM (I am a Scientist)
 - f. March: Painting Event w/ Hawaii Marine Animal Response
 - g. April: Aloha Aina for Earth Day (Kokua Hawaii Foundation) w/ Moanalua Middle School
 - h. May: Teacher Appreciation
- VIII. Fundraising
 - a. Fall Fundraiser: Foodland Give Aloha (Sept/Oct), Molokai Hot Bread/McDonalds/Via Gelato/Dave & Busters
- IX. RAP



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- a. Simplified process for this school year. Sending the monthly RAP report to the teacher's reps and then the reps to send out to the teachers who want to participate.
- b. Discussed possible PTO event at the Salt Lake Library with a tour.
- X. Other Announcements/Discussions
- XI. Next MES PTO Meeting
 - a. August 11th at 6:00pm and will be open to everyone.
- XII. Adjournment
 - a. Meeting adjourned at 3:25pm.

Darlene Mikami
MES PTO Secretary