

# Liholiho Laulima PTA

## Executive Board Members Meeting Minutes

### SY 2024-2025

Reference:

|                          |                                       |                                 |
|--------------------------|---------------------------------------|---------------------------------|
| <a href="#">Template</a> | <a href="#">Liholiho Elem Website</a> | <a href="#">Laulima Website</a> |
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| <b>Principal</b>   | <b>Dr. Alan Lee</b>                                                               |
| <b>President</b>   | <b>Chris Ichiki</b>                                                               |
| <b>Fundraising</b> | <b>Scott Iwanaga, Cara Oda, Candace Arakaki, Mikala Kanae</b>                     |
| <b>Committee</b>   | <b>Membership: Nathaniel Chun, Special Activities: Kaimana Kong, Noelle Naone</b> |
| <b>Membership</b>  | <b>Rachel Gillotti, Samantha Robler</b>                                           |
| <b>Treasurer</b>   | <b>Namie Wong</b>                                                                 |
| <b>Secretary</b>   | <b>Jennifer Ladao, Sheree Hashimoto</b>                                           |
| <b>Webmaster</b>   | <b>Aaron Ohta, Leo Hourvitz</b>                                                   |

**Date: March 5, 2025**

[Back to Top](#)

Location: Liholiho Elementary School Library

Start Time: 5:01pm

End Time: 5:47pm

Attendance: Chris, Rachel, Sam, Aaron, Mikala, Sheree, Nate

Staff: Kelsi Au, Megan Stern

| Agenda Items       | Person Sharing | Discussion                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
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| Principal's Report |                | <ul style="list-style-type: none"> <li>• Dr. Lee was Unable to attend today</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| President          | Chris          | <ul style="list-style-type: none"> <li>• Health and Wellness night <ul style="list-style-type: none"> <li>◦ So far 30 family members signed up, hoping more will attend.</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| VP Membership      | Rachel         | <ul style="list-style-type: none"> <li>• One additional member signed up in January</li> <li>• Plan to distribute keychains to each family at the end of the year.</li> <li>• Working on nominations. Encourage more to nominate or volunteer to serve on the board. The plan is to invite nominees to a board meeting in April and then have them on board for the last May meeting.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Secretary          | Sheree         | <ul style="list-style-type: none"> <li>• February Minutes - Rachel and Mikala approved</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Fundraising        | Mikala         | <ul style="list-style-type: none"> <li>• CPK Fundraiser 03/25/25 <ul style="list-style-type: none"> <li>◦ Will be in Dr. Lee's newsletter and Thursday Folders next week</li> <li>◦ Scheduled for Tuesday after Spring Break so possible reminder on Monday or teachers can help email in their own weekly announcements</li> <li>◦ Participants can turn in receipts for a chance to be included in drawing</li> </ul> </li> <li>• All board members for fundraising will turn over next year. In anticipation, hoping to lock down a few dates for next year (ie: Regal, Kona Ice, etc).</li> </ul>                                                                                                                                                                                                                                          |
| Treasurer          |                | <ul style="list-style-type: none"> <li>• Namie unable to attend today but financial report sent to board</li> <li>• Suggestions to think about for the future <ul style="list-style-type: none"> <li>◦ As we anticipate more credit card payments from fundraisers, we should think of a more complex accounting system.</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Teacher Reps       | Kelsi<br>Megan | <ul style="list-style-type: none"> <li>• Thank you for the pizza party</li> <li>• 4th Grade reps will most likely continue in next year</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| Membership         | Nate           | <ul style="list-style-type: none"> <li>• Movie Night Discussion <ul style="list-style-type: none"> <li>◦ Instead of a single grade event, open to PTA Members only. This way it is a manageable size and a good way to start and build on each year. <ul style="list-style-type: none"> <li>■ Feedback - Would rather have it open to the whole school, this way it is a good motivation for PTA involvement. Limiting to PTA might not send the right message if we are trying to increase membership.</li> </ul> </li> <li>◦ Offer the option for parents to drop off kids - possibly hire Kamaaina Kids to watch. <ul style="list-style-type: none"> <li>■ Feedback - Kid drop off would be better suited as a future fundraiser. Might be confusing to have it free this time and charge in the future.</li> </ul> </li> </ul> </li> </ul> |

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|                      |        | <ul style="list-style-type: none"> <li>○ Hold the event in the Cafeteria to keep the size manageable <ul style="list-style-type: none"> <li>■ Feedback - Would be nice to have it on the field with a big screen and projector. It will be more costly and involve permits, but would be a good big event to end the year.</li> </ul> </li> <li>○ Food Options <ul style="list-style-type: none"> <li>■ Pizza - Papa Johns sometimes gives a percent back</li> <li>■ Popcorn machine rental</li> </ul> </li> <li>○ Permits <ul style="list-style-type: none"> <li>■ If done on the field, would need a noise permit</li> <li>■ Possible approvals needed for showing a film</li> </ul> </li> <li>○ More discussions will be done between Fundraising, Special Activities, and Membership</li> </ul> |
| Special Activities   | Rachel | <ul style="list-style-type: none"> <li>● Lei Workshop <ul style="list-style-type: none"> <li>○ Good attendance. It would be great to continue next year</li> </ul> </li> <li>● Liholiho Birthday <ul style="list-style-type: none"> <li>○ Great turnout and easy event - Hula performance, birthday cake, etc.</li> <li>○ Would be great to make it a tradition, especially for next year's 100th</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                            |
| Webmaster            | Aaron  | <ul style="list-style-type: none"> <li>● FlipCause Pending Balance <ul style="list-style-type: none"> <li>○ Continuing to follow up with FlipCause on the pending balance from May 2024 (part of 2023 Turkey Trot transactions).</li> <li>○ Unable to access the funds until they are moved from the "pending balance" in FlipCause to the PTA bank account.</li> <li>○ Might want to think about switching to a different payment site for next year (square, venmo, shopify, etc.). There will be a lot more sales next year with the 100th so it would be good to research options</li> </ul> </li> </ul>                                                                                                                                                                                        |
| Teacher Appreciation | Rachel | <ul style="list-style-type: none"> <li>● Teacher Appreciation in May <ul style="list-style-type: none"> <li>○ Suggestions: Food, 20-minute massage, yard duty coverage for a week (9:45a-10a; 11:30a-11:40a)</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| Nomination Committee | Sam    | <ul style="list-style-type: none"> <li>● Positions open next year: President, VP Membership, 4 VP Fundraising, Secretary, Treasurer, Chair Special Activities (100th Year), and other overlap</li> <li>● Hoping everyone will schedule a meeting to pass over the knowledge during the summer</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Open                 |        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |

