

# W.A.V.E. MEETING

Westlake Association of Volunteer Explorers:  
The Parent Group of Westlake Charter School

## MEETING AGENDA

**June 3, 2009**

6:30 p.m.

3800 Del Paso Road  
Sacramento, CA 95834  
Room N3

### I. OPENING

- A. CALL TO ORDER : AIMEE WELLS
- B. ROLL CALL AND ESTABLISHMENT OF QUORUM (3 MINUTES)
- |  | present      | absent        |
|--|--------------|---------------|
| 1. Aimee Wells, President              | <u>  X  </u> | <u>      </u> |
| 2. Scott Williams, VP Business Affairs | <u>  X  </u> | <u>      </u> |
| 3. Paul Hobie, VP Parent Participation | <u>  X  </u> | <u>      </u> |
| 4. Emily Chan, Treasurer               | <u>  X  </u> | <u>      </u> |
| 5. Ann Alan, Secretary                 | <u>  X  </u> | <u>      </u> |

### II. ITEMS SCHEDULED FOR ACTION:

**5 minutes introduction**

**10 minutes for discussion/questions**

- A. Approve WAVE minutes for May 2009

Motion: Aimee Wells	Action: Passed
Second: Scott Williams	Vote: 5 Yes; 0 No; 0 Abstained

- B. Approve Thank you gift for Mr. Liles.

Motion:	Action: NO ACTION TAKEN.
Second:	Vote:

There was no need for approval of this item as we did not spend any WAVE money. We chose to do a scrapbook for Mr Liles and used volunteer labor and donated supplies.

### III. ITEMS SCHEDULED FOR INFORMATION/DISCUSSION/UPDATE

**10 minutes discussion for each item**

- A. Computer installation

We have all the computers at our school. At the last WAVE meeting, it was reported that it would cost a few thousand dollars to have them professionally installed. Kate Burwinkel has some parent volunteers that can do this instead. Principal Capp is also working with putting the image on each computer.

- B. Appoint Peggy McAllister as official WAVE recruiter

Peggy will be instrumental in the WAVE's quest to match people to various volunteer tasks based on their skills.

**IV. ITEMS UNSCHEDULED FOR DISCUSSION**

**This section is for any item not on the agenda. Please limit discussions to 3 minutes per topic.**

**V. FUTURE AGENDA ITEMS**

**Members may request a topic to be placed here for discussion at the next WAVE meeting.**

**VI. ADJORNMENT**

The meeting was adjourned at \_\_\_\_\_7:15pm\_\_\_\_\_.