Executive Meeting Notes
Sept 21, 2026 4:30 PM
Lyons HS Library

"To promote, aid, encourage, and enhance the development of all Lyons Middle/Senior High School students through the support of classroom and extracurricular activities including: academics, arts, athletics, social development and leadership."

Officers

President:	Audra Felt
Vice President:	Abby Wynja
VP Fundraising:	Sarah Rauker
Secretary:	Meredith Muth
Treasurer:	Savannah Desantis

Committees

Concessions:	Savannah Holmes
Fundraising:	Sarah Rauker
Promotions:	Heather Prentice
Volunteers:	
Website:	

Call to Order
Meeting called to order at 4:37 PM.

Officers Present
Audra Felt, President
Sarah Rauker, VP Fundraising
Katherine Gregory, Treasurer (outgoing)
Savannah Desantis, Treasurer (incoming)

Members Present
Heather Prentice, promotions
Savannah Holmes, concessions
Chastity (Chas) Balkovich, fundraising
Tanya Richem, fundraising

Guests Present
Chris Frank, Principal

☒ *Minimum requirement of four members, of whom two must be officers, shall constitute a quorum for purposes of a special, regular, or annual meeting.*

Officer Reports:
President Report (Audra):

Secretary's Report (Meredith):
Minutes Considered for Approval

Treasurer's Report (Katherine):

Allocations:

1. Travis Schalagel, [Position title not recorded] – High School
Requested $5,500 for HUDL video software/subscription. The board discussed the requested increase in relation to a prior agreement regarding funding levels for this line item. Katherine Gregory moved to amend the proposal to $5,250. Sarah Rauker seconded.
Motion passed — all in favor, none opposed.
Approved: $5,250

2. Gary Gantzer — Wrestling
Requested $3,295.60 for high school uniforms and $2,047.30 for middle school uniforms. The board discussed that the request is somewhat large, but noted no wrestling requests had been made in some time. Questions were raised about actual middle school participant numbers and the quantity/quality of uniforms requested. Katherine Gregory moved to approve the high school request and table the middle school request pending clarification. Savannah Desantis seconded.
Motion passed — all in favor, none opposed.
Approved: $3,295.60 (HS). MS request tabled.

3. Chris Frank, Principal — MS Field Trip
Requested $1,000 for a middle school field trip to CSU Mountain Campus. Katherine Gregory moved to approve. Sarah Rauker seconded.
Motion passed — all in favor, none opposed.
Approved: $1,000

4. Julie Vasquez, High School Cheer
Requested $800 for [purpose not recorded]. Sarah Rauker moved to approve. Savannah [Holmes or Desantis – clarification needed] seconded.
Motion passed — all in favor, none opposed.
Approved: $800

5. Chris Frank, Principal — MS/HS Awards and Recognition
Requested $1,000 for awards and recognition. Savannah [Holmes or Desantis – clarification needed] moved to approve. Chastity Balkovich seconded.
Motion passed — all in favor, none opposed.
Approved: $1,000

6. Chris Frank, Principal — MS/HS Print Books
Requested $500 to offset the cost of providing print copies of books, in response to middle school parent requests for physical books instead of digital copies. Discussion followed regarding the educational benefits of print reading and how to handle similar requests going forward. Katherine Gregory proposed amending the request to $250 and moved to approve. Chastity Balkovich seconded.
Motion passed — all in favor, none opposed.
Approved: $250

7. Chris Frank, Principal — MS Field Trip (CSU Campus)
Requested $1,000 for a middle school field trip to CSU Campus. Sarah Rauker moved to

approve. Chastity Balkovich seconded.
Motion passed — all in favor, none opposed.
Approved: $1,000

8. Julie Vasquez, High School
Requested $300 for [purpose not recorded]. Sarah Rauker moved to approve. Savannah [Holmes or Desantis – clarification needed] seconded.
Motion passed.
Approved: $300

9. Zachariah Smith, High School — Saphire Singers
Requested $900 for a choreographer. The board noted that in previous years, $750 was allocated for an accompanist, which is not required this year. Sarah Rauker proposed amending the request to $750 and moved to approve. Savannah Holmes seconded.
Motion passed — all in favor.
Approved: $750

10. Chris Frank, Principal — MS STEM Program
Requested $996 to purchase drones for the STEM program. Savannah Desantis moved to approve. Chastity Balkovich seconded.
Motion passed — all in favor.
Approved: $996

11. Chris Frank, Principal — HS Track and Cross Country
Requested $2,300 for tents for track and cross country. The board discussed and agreed to table the motion pending additional information about potential suppliers and reduced cost.
Status: Tabled

Committee Updates:
Concessions (Savannah Holmes): Reported that operations are going well. Clarification needed on the process for requesting to host concessions.

Fundraising (Sarah Rauker): Reported planning for the MS obstacle course is going well. Will need parent volunteers. Will follow up with the business sponsorship banner status and process and report to the club next month.

Promotions (Heather Prentice): Is working to identify areas to reduce costs with similar or superior quality product while still being aware and sensitive to the club's relationship with prior vendors.

Volunteer Coordinator (Yokaira [last name not recorded]): Nothing new to report.
Website (Audra Felt): Still in the process of transition. Additional details to be provided at a future meeting.

After Prom:

"To-Do" Calendar:
Option 2 Checklist due after the SVVSD parent organization meeting (Treasurer)
Finalize plan for Fall Parent Teacher Conference Meals
Fundraising Posters/Fliers for PTC (Fundraising Team)

Follow-up of Old Business:
Nomination of new treasurer and required vote (confirmation needed).
Need to identify a new tax preparer (carried over from the prior meeting; not addressed at this meeting)

New Business:
Brief discussion about how to recognize outgoing club members. Chastity Balkovich reported that outgoing members last year were honored during a school ceremony, and noted that gift-giving has occurred informally but is not currently coordinated.

Next Meeting:
October 12th at 4:30 PM in the high school library.

Meeting Adjourned
Meeting adjourned at 6:14 PM.