

April 2026 YHALE PTO Board Monthly Meeting Agenda

A meeting of the PTO Board of Yi Hwang Academy (the “School” or “YHALE”) will be held on April 14, 2026 at 7pm online via Google Meet.

The meeting began approximately at 7:03

PTO Board Members

Cynthia Bancroft (Co-president)

Kelly Chen (Co-president)

Justin Bancroft (IT)

Sun Park (Treasurer)

Gabrielle Lofton (Co-chair Hospitality Committee)

Sahrish Ali (Co-chair Hospitality Committee)

Ami Hastings (Co-chair Literacy Committee)

Sana Nair (Co-chair Events Committee)

Shannon Williams (Co-chair Communications)

Christine Hsieh (Co-chair Events and Fundraising Committee)

Michelle Glover (Co-chair Events and Fundraising Committee)

Sandra Fucinos (Co-chair Literacy Committee)

Mallory Lin (Co-chair Literacy Committee)

Attendees Present

Kelly Chen

Gabrielle Lofton

Sun Park

Kenya Champion

[Ami Hastings](#)

Mallory Lin

[Michelle Glover](#)

[Sahrish Ali](#)

[Shannon Williams](#)

[Cynthia Bancroft](#)

Agenda

Welcome & Announcements

Welcome Kenya

PTO Board & Committees

A. Co-Presidents (Cynthia, Kelly)

- a. By Laws Sub Committee-Intentions on updating the By-Laws over the summer

B. Events and Fundraising Committee (Christine, Michelle, Sana)

Update on Playa Bowls ILD

Kindergarten Popsicle date Aug 1, 2026

C. Treasurer (Sun)

- a. \$35,000 CONTRIBUTED TO THE PLAYGROUND
- b. CHECK RECEIVED FROM KROGER

GROUP	EVENT	EXP	INC	TOTAL
COMMUNICATIONS	SMORES	179.00		(179.00)
EVENTS	INTNL NIGHT RAFFLE	147.52	1,135.00	987.48
	PNO	84.38	680.00	595.62
	POPSICLE PLAYDATE	57.02		(57.02)
	SPIRIT DAY		310.00	310.00
	SPRING DANCE	1,683.61	3,440.00	1,756.39
	TEARS & CHEERS	32.99		(32.99)
FUNDRAISING	BOO	247.95	1,705.00	1,457.05
	PASSIVE		765.76	765.76
	PENNY WAR	49.81	2,424.38	2,374.57
	PTO		165.00	165.00
	SNEAKERS		38.00	38.00
	UNIFORMS/SUMMER SHIRT SALE		316.00	316.00
HOSPITALITY	CUSTODIAL	114.03		(114.03)
	ILD	431.51		(431.51)
	STAFF APPRECIATION	2,149.37		(2,149.37)
PTO	DONATION		2,932.00	2,932.00
	FIN	550.00		(550.00)
	INT		3.28	3.28
	MEETING	173.12	320.00	146.88
	MILESTONE	82.33		(82.33)
	OPERATIONS	1,374.93		(1,374.93)
	ORIENTATION	161.28		(161.28)
	SCIENCE FIELD TRIP	3,485.00		(3,485.00)
Subtotal		11,003.85	14,234.42	3,230.57
LITERACY	INTNL NIGHT USED BOOKS		42.00	42.00
	PLUM BLOSSOM	1,022.00		(1,022.00)
	TIGER TAILS	7,681.66	10,746.08	(1,395.71)
Literacy Subtotal		8,703.66	10,788.08	-2,375.71
Grand Total		19,707.51	25,022.50	854.86

c.

D. IT (Justin)

No major update

E. Literacy Committee (Ami, Mallory, Sandra)

- a. Plum Blossom Book Fair Prep
 - i. Preparation is starting for Spring book fair. plans to implement e-wallet, finalize the international flyer.
 - ii. Book fair is scheduled for April 27- May 1 designated for one week in one room

- b. . Continuing efforts to catalog new books
 - i. MPR space will be the dedicated library
 - ii. Plans to furnish and equip the space
 - iii. Recap on Board Meeting

F. Hospitality (Gabrielle. Sahrish)

- a. Coffee truck for teacher appreciation week.
- b. PTO'S involvement for the teacher appreciation week
- c. Potluck moved to Monday
- d. Finalizing the Gifts for the teachers

G. Communications (Shannon)

- a. Meeting Minutes - it is illegal or a significant compliance violation for a nonprofit not to keep meeting minutes. State laws usually require nonprofit corporations to maintain records of board meetings and actions taken, and the [IRS](#) expects these records to be kept permanently
- b. Discussed process of Meeting Minutes

Closing Items:

Adjourned at approximately 8:06 pm