

Panther Family Association Meeting Agenda

February 10th, 2025

- Name change for Panther Family Association?
 - Panther Family Den proposed name change
- Mission statement construction updates
 - Circle back and follow up with Julia
- Determine PFA dues frequency and amount
 - Cannot be built into student tuition
 - One-time fee, per family not per student
 - \$30, we can always change it later
- Microsoft Teams for group correspondence
 - No phone number required, just name & email address
- Presence at summer orientation programs
 - Train Orientation Leaders to be able to speak on the association throughout orientation
 - Include materials in family folders
 - Collect email addresses to add them to teams for easier recruitment efforts
 - Word of mouth through students to encourage families
 - Facebook post to NSFP account

- Core executive board members and their functions
 - President
 - Creates meeting agendas and distribute before meeting, facilitate meetings, serve as liaison between families and NSFP office, organize yearly elections, assist Event Coordinator with recruitment efforts
 - Vice President
 - Takes notes during meeting, distribute after meeting, facilitate meetings in President's absence, assist President with organizing yearly elections
 - Treasurer
 - Collect dues and keep record of who has paid, coordinate with NSFP to access funding, present event budgets to NSFP (as needed), keep track of yearly spending
 - Event Coordinator (Erin Ordner)
 - Plan recruitment, social, and service events for members, identify and appoint Event Planning Committee members, collaborate with NSFP to secure venues, communicate with the communications coordinator to ensure timely distribution of event notices

- Communications Coordinator
 - Create marketing, posting to social media, assisting with publicity efforts, identifying and appointing a subcommittee to assist with communication efforts to parents, send out invitations and notices of events, collaborate with event coordinator on upcoming events

Next Meeting: March 10th at 5:00 CST

- Family email updates
- Informational flyers for orientation: what does that look like?
- Solidify mission statement (Julia)
 - Send to Taylor prior to meeting so it can be on the agenda
- Logo updates:
 - What do we want to see in the logo?