

# Meeting Minutes- 08.29.17

## **Madison's Trust Elementary School PTA Board Meeting**

**Meeting Date:** Tuesday, August 29, 2017 @ 9am

**Meeting Location:** MTES

**Meeting Attendees:** Kim P., Angela B., Siddhi S., Amber L., Karen M., Jen J., Jon G., Candy A., Laura G., Robert R., Pavan, Lisa

### **1. Call to Order- 9:05am**

### **2. Approve Minutes from Last Meeting** – Motions to approve (Angela B., Jon G.)

### **3. Principal's Report** – *Communicated by Laura G.*

- a. Jon G., to recruit volunteers for cafeteria for assistance where needed as well as napkin/silverware wrapping.
- b. Hurricane Harvey- Add “piggy banks” to classrooms (donated by TD Banks) for students to donate spare change to help those in need.
  1. Potentially loop fundraising efforts with ‘Raise Craze’ to generate additional funds towards Hurricane Harvey.
  2. Donate the extra school supply kits to Harvey victims?
  3. Create flyer to educate our school community about our Harvey fundraising efforts and add to the Newsletter.

### **4. First General Meeting**

#### **a. Budget Approval-** Motions to approve (Kim P., Angela B., Siddhi S.)

- a. Budget changes:
  - i. \$200 increase to potentially cover motivational speakers for General Membership meetings.
  - ii. Increase ‘Expenses’ to \$3,500 for Raise Craze to cover costs of incentives.
  - iii. Spiritwear: Increase ‘Income’ to \$7,500 and Increase ‘Expense’ to \$5,000.
  - iv. Drop n’ Shop: \$500 ‘Expense’ and \$500 ‘Income’
  - v. Volunteer: Add \$500 ‘Expense’
  - vi. Increase Sponsorship ‘Expense’ to \$2,600.
  - vii. Remove ‘website teacher donations’

#### **b. Audit Approval-** Motions to approve (Siddhi S., Jon G.)

#### **c. Meeting Agenda**

##### **a. Need everyone's items/slides by this Friday**

- i. Budget
- ii. Audit
- iii. Raise Craze

- iv. Hurricane Harvey*
- v. Events (Movie Night/Fall Festival)*
- vi. Volunteer slide*
- vii. Box Tops/Harris Teeter*
- viii. ASEP sign-up*

- d. Academic Program Presentations*
- e. Communications*

## **5. President Update**

### *a. Meeting Agendas*

- 1. Need to have items and files sent by the Friday before the meeting*

### *b. Hurricane Harvey drive-* Reference notes above.

### *c. Next General Meeting Topic – 11/3 @ 9am*

- 1. Robert R. to coordinate BYOT presentation.*

## **6. Events Update**

## **7. Fundraising Update-** Refer to handout distribute by Candy A.

## **8. Treasurer's Update**

## **9. Secretary's Update**

## **10. Communications Update**

- a. Karen M. to distribute 'Communications Guidelines'*

## **11. ASEP Update**

## **12. STEM Academic Programs**

- a. STEM fees: \$15 INCREASE if not a PTA member.*

- 1. Consideration to include t-shirts for STEM enrollees.*

- b. Teacher liaison for each STEM program to guide coaches and serve as a constant. Laura G. to initiate.*

## **13. Membership Update**

## **14. Volunteer Update**

## **15. Adjournment: 11:16AM**

