

## Minutes from the September 20th Meeting

The meeting was called to order by Susan Johnson at 7:00 p.m.

In attendance: Lori Page; Sandy Hamel; Brenda; Susan Johnson; Cecilia G.; Bethany McEllin; Carol Lombardi; Jill Barrett; Liz Hoyt; Kim Storm; Sarah Lane; Christina C; Christine Tobey

Approval of Minutes

### Board

- Bethany was elected co-chair, all present voted in favor.
  - Cecilia Gagner was elected as new secretary, all present voted in favor. The alternate in case the secretary cannot attend a meeting is Lori Page.
  - Grade Representatives: Grade Level PTA representatives was discussed at the last meeting. All present approved of electing a representative for each grade K - 8. Sandy Hamel elected to become the Coordinator for the representatives. Liz has a good initial list for the individual grades - we need to craft a description of the expectations for the Grade Reps, list of upcoming events. Not all of the grades have a rep but Sarah L volunteered to email individuals who may be interested. Also, we may find more volunteers at Mitchell Open House.
- Kindergarten: Michelle Hawkins
  - 1st grade: Sandy Hamel
  - 2nd grade: ?
  - 3rd grade: Julie Suddereth (subject to Julie's approval of the switch)
  - 4th grade: Sarah Lane (subject to Julie's approval)
  - 5th grade: ?
  - 6th grade: Kim Storm
  - 7th grade: Amy Forten
  - 8th grade: ?
- Sandy H. will be the coordinator and contact person for the reps. Reps can help with any new volunteers. Add all contacts to the website including grade reps.

### Membership

- Sarah L. working on the former membership letter to include a revision of some terms in order to garner more support, more of a sponsorship letter.
- The letter will encourage the community to help fund the PTA through sponsorship and volunteering at various events.
- The letter will be distributed to all teachers for student folders and made available at Mitchell's Open House Sept. 22.

### Budget

- Our budget year ends at end of September.
- Roughly \$10k in checking account.
- All requests have been satisfied excluding D. Foster Open House entertainment.
- Budgeted \$20,900 came in at \$16,500, required to keep a min of \$3K.
- Started last year with \$15,600. We need to develop a new budget - past due.

- New requests from teachers due to 9/30. Carol will send updated request letter to Central Offices.
- We are looking to schedule a budget meeting for the week of Oct 3rd. Then a general meeting afterwards to approve the new budget. We need to set a list of specific criteria

### **Fundraising**

- Concept may be to focus on the larger fund raising and look to the set it and forget it types of events
- Sandy will reach out to the Toe Goz retailer for other events
- Brenda - Fall Fundraising - David Taylor an all inclusive mail order that provides gift wrap etc. Jill will touch base with Carol Carlson regarding tax implications when fundraising.
- DWTKS
- Box Tops
- B&N Book Fair - Sat Oct 15th - add to website and send out information to the community this week.
- Kids Club - 2 spring sessions coordinated at Mitchell by Barbara Gill. We are looking for more volunteers and to add more classes to make sure the children get into the classes they prefer.
- Restaurant proceeds - Weathervane, Flatbread Pizza etc
- **Other Ideas**
- kids fun run - sponsored walk that may coordinate with KBP - Christina C.
- Flatbread Pizza, Fabulous Find
- Juice Boxes - possible Capri sun juice boxes collect at each cafeteria - Sarah and Sandy
- Bowling to replace Rollerskate Night - Brenda
- Casino Night
- Membership Drive with a raffle at entrance of a restaurant
- Drop & Shop
- Child Art

### **New Business**

- Banner - Liz suggested we acquire a PTA banner, something we can take to all events. It was discussed to come up with a PTA logo for the banner - some suggestions were "building bridges" "supporting kids" etc. Perhaps going out to the kids and community to come up with a slogan.
- Kindergarten/New Family Welcome Committee: (Amanda Johnson, Bethany Mc, Annie Nonan, Michelle Hawkins) - Dates were discussed perhaps Oct 13th or Oct 19th to coincide with PTA Open House meeting. Amanda Johnson is the point person.
- School Directory - Kim Storm and Christine Tobey currently working on it, to send it out via email.
- Also discussed was to have a meeting solely dealing with fundraising. Set up a committee?
- Organizational meetings to be held based on board member schedules
- Also discussed was to have a monthly meeting perhaps at one of the schools - still need to establish times

### **Next Meeting**

- Daytime budget meeting coordinated with principals of each school the week of Oct 3rd.
- Oct 13th or 19th - An evening (probably 7:00 p.m.) meeting to vote on budget and welcome new families