



**Executive Board Meeting Minutes**  
**July 27, 2021 7:00 pm**  
**Virtual Via Google Meet**

**Attendees**

Jentry Eck	Stephanie Harris	Selena Ballou
Lisa Bush		

**Minutes**

1. Welcome
2. Approval of June Executive Board Meeting Minutes
  - a. Stephanie Harris “I motion to approve the June Executive Board meeting minutes.”
  - b. Lisa Bush “I second that motion.”
3. Treasurer’s Report
  - a. Lisa said the budget review committee meeting went well. We will have a final review of the budget in our next board meeting before it is presented to the general assembly.
4. Big Fundraiser
  - a. The Executive Board is intending on proposing Apex again. However, the Executive Board would like to explore fundraising options and budget percentage allocation over the next month. This topic is tabled until the August Executive Board Meeting.
5. Tiger Trail
  - a. The Executive Board is tabling the Tiger Trail discussion until we have more information from Lauren Westrick.
6. Restaurant Nights
  - a. Stephanie provided brainstorming regarding restaurant fundraisers for open house week/first week of school. Stephanie has reached out to numerous



businesses and only one (Jersey Mike's) said no. The rest have forwarded her to higher management. She will report back as soon as she hears back from these businesses.

- b. Stephanie reported that she has been to Skyline three times, has called twice, and has also emailed. The check cannot be found. Stephanie will continue to follow up with Skyline until we receive the check.

#### 7. Start of School

- a. Jentry to reach out to Kristi Mortensen and Cathy Smith regarding using Membership Toolkit for our directory (not for our entire website).
- b. Aimee Wulfeck has Room Parent sign up sheets (one-pager on what a Room Parent does) under control.
- c. Amanda Presti and Jentry decided to not wait until Open House to reach out to new families. Jentry sent a Google Form draft that would be sent to new families, as well as the letter that Selena drafted last year. Jentry intends on editing the letter to make it more concise.
- d. Jentry said that Kristn Currans and Kristy Huljak are on track and prepared for Beechwood Community Night on August 4th from 6:00-8:00.
- e. New Tiger signs have been ordered. The box of 48 signs will be delivered to the elementary office on Friday and about 12-15 signs are in the PTSA room. Signs will be given out at Kindergarten Meet and Greet as well as the various open houses.
- f. Kindergarten Meet and Greet
- g. Cathy Smith and Kristi Mortensen to create one pager (signing up for Membership Toolkit, class Facebook groups, interest in New Family Meet and Greet event, etc.) for distribution at Kindergarten Meet and Greet and open houses.
- h. The New High School Student Open House will be on August 12th in the cafeteria. The PTSA Executive Board will decide who can work this event as soon as possible.
- i. The 7th Grade Open House will be at 6pm in the cafeteria. The PTSA Executive Board will decide who can work this event as soon as possible.



**Coordination • Collaboration • Communication**

- j. Lily MacDonald and NJHS students are finalizing the PTSA bulletin board.
- 8. Committees Chairs Needed
  - a. Start advertising/recruiting for help with Red Ribbon Week, Mother/Son, and Father/Daughter if we are moving to the fall.
- 9. Closing Remarks & Adjournment