



Executive Board Meeting Minutes
May 19, 2021 7:00 pm
The Eck Residence, 125 Kruempelman Drive, Fort Mitchell

Attendees

Jentry Eck	Stephanie Harris	Selena Ballou
Lisa Bush	Kristi Mortensen (guest presenter)	Cathy Smith (guest presenter)

Minutes

1. Welcome
2. Beechwood Directory Plan for 2021-2022 (Kristi Mortensen & Cathy Smith)
 - a. Kristi Mortensen and Cathy Smith presented their vision for the Beechwood directories to the Executive Board.
 - i. Kristi presented the general information regarding the committee's process of brainstorming how to create a Beechwood directory.
 - ii. Cathy presented the specifics of Membership Toolkit.
3. Approval of April Executive Board Meeting Minutes
 - a. Stephanie Harris "I motion to approve the April Executive Board meeting minutes."
 - b. Lisa Bush "I second that motion."
4. Approval of April General Assembly Meeting Minutes
 - a. Stephanie Harris "I motion to approve the April General Assembly meeting minutes."
 - b. Lisa Bush "I second that motion."
5. May Budget/Actual Report by Treasurer
 - a. As of today, the PTSA is still very much ahead.
 - b. Jentry asked Nikki Benson about the Guardian Angel class party budgets.
6. Senior Scholarship Feedback



- a. Next year, the Executive Board will include the selection process, the rubric, etc. in the application.
7. Kindergarten Meet and Greet
 - a. Selena and Jentry will be over this event. Lilly MacDonald and Annie and/or Kate Harris will volunteer for this event for NJHS. Selena will order name tags for this event. Jentry to request the class lists from Shaun.
8. New Tiger Signs
 - a. These will be part of Kindergarten Meet & Greet. Lisa will get the deadline to order the signs.
9. Bike/Walk to School Initiative Updates
 - a. Stephanie provided updates regarding the bike/walk to school initiative. There has been no communication beyond the commercial recording that happened April 19th.
10. Finalize 2021-2022 Budget Items
 - a. Lisa presented an updated 2021-2022 proposed budget spreadsheet.
11. Future Mother/Father Events
 - a. The committees for all Mother/Father events will be open to volunteers in all grades.
 - b. The Executive Board agrees that no dinner will be served at these events. Snacks will be permitted at these events (pizza, Kona Ice, donuts, etc.).
 - c. The Executive Board proposes no gifts for the 2021-2022 Mother-Daughter event.
12. Walk-a-Thon Idea
 - a. Tabled until June Executive Board Meeting.
13. Committee Recruitment for 2021-2022
 - a. Tabled until June Executive Board Meeting.
14. SBDM Parent Elections Documentation for Advertising and Voting
 - a. Tiger Talk: 4/21/21
 - i. Tiger Talk specifically called out in the email when the Tiger Talk first went out: 4/27/21
 - b. Facebook PTSA page: 4/22/21, 4/28/21
 - c. Facebook Class of 2032, 2025, 2028 pages: 4/22/21



Coordination • Collaboration • Communication

- d. High school newsletter: 4/24/21
 - e. Member Hub email: 4/26/21
 - f. Infinite Campus email: 5/2/21
 - g. Nominees and bios put on PTSA website: 5/4/21
 - h. High School Infinite Campus email about nominees and their bios: 5/5/21
 - i. Nominees for elementary put within Tiger Talk: 5/4/21
 - j. Posted nominees and link to bios on Facebook: 5/5/21
 - i. K, 1st, 5th, and 8th grade Facebook: 5/5/21
 - k. Emailed (in English and Spanish) to all eligible voters the directions on requesting ballots: 5/7/21
 - l. Sent reminder email about requesting a ballot from school: 5/10/21
 - m. Posted to Facebook about remember to request a ballot: 5/10/21
 - n. 5/11/21 by 7:30am: e-mail with ballot sent to all people who requested a ballot.
Voting closed at 7pm.
15. Closing Remarks & Adjournment