



**Executive Board Meeting Minutes  
November 8, 2021 7:30 pm  
Virtual Via Microsoft Teams**

**Attendees**

Jentry Eck	Stephanie Harris	Selena Ballou
Lisa Bush		

**Minutes**

1. Welcome
2. Approval of October Executive Board Meeting Minutes
  - a. Stephanie Harris “I motion to approve the October Executive Board meeting minutes.”
  - b. Lisa Bush “I second that motion.”
3. Treasurer’s Report
  - a. Buffalo Wings and Rings did pay us for our fundraiser night (\$250). We received \$100 from Cold Stone for the 11 families that attended the fundraiser night (they were very generous and rounded up).
  - b. Jentry to pick up the check for Dreamworld Printing tomorrow from Lisa.
  - c. Lisa to reissue Rachel Auciello’s check. This check will be made out to Rachel instead of Joyful Twine.
  - d. Outstanding Expense Reports:
    - i. Amanda Presti (New Family Meet and Greet)
    - ii. Jessica Keam (Mother Son)
    - iii. Selena (Kindergarten Meet and Greet, Amazon Wish List Purchases for Santa Fest, Headphones and Supply Closet Items, etc.)
    - iv. Jen Nienaber (Additional Great Create Supplies)
    - v. Santa Fest (Jen Lasky for Santa Fest Store, Rachelle Wilson for Basket Items, etc. )



**Coordination • Collaboration • Communication**

- vi. Beechwood Cafeteria (Heather Mullins) for ice cream treats for DCFA reward for 10/29 and 11/5 (gave out 71 on 10/29; gave out 64 on 11/5). She should charge us around 60 cents per ice cream.
4. Membership Update
    - a. We currently have 199 members.
  5. Student Directory Update
    - a. 319 families are in the directory; still around 30%.
  6. Tiger Trail Update
    - a. \$8,282.51 is the profit we made from the Tiger Trail 5k (gross was \$11,130).
    - b. We spent approximately \$920 on chip timing services. There were definitely benefits in the software used for sign up. Would we recommend spending nearly \$1,000 next year to use Running Time LLC again?
    - c. Selena & Jentry will need to propose a new route for 2022 due to construction at Beechwood and most likely on Royal too. It would be best to have this mapped out very early on to be able to select the date.
  7. PTSA Purchases
    - a. We may want to invest in some 50-100ft. extension cords if we plan to continue to have outdoor events. Brian Vanover suggested this.
    - b. Right now we are borrowing Mr. Bralley's speaker/microphone system. We need to consider if purchasing our own system would be useful. Right now one of these systems is on sale at Costco for \$100 (the ION Pathfinder 280 All-Weather Speaker with premium wide angle sound). We'd have to purchase a separate wireless microphone.
    - c. Do we have extra money we should spend? What about spending money on library requests? What about indoor/outdoor things for recess? Kristi Mortensen took pictures of the benches at the playground and they looked to be in a state of disrepair. Is this something we can help with?
    - d. There are lots of games in the PTSA room. Jen Greber said they were used for the Game On with Mom event and they weren't very popular. Jentry reached out to Mrs. Tierney to see if she wanted to store them in the library to have teachers "check them out" for use in their classrooms. She took 5 and as soon



**Coordination • Collaboration • Communication**

as she bar codes them, she'll let us know so we can alert teachers. After she figures out where she'll be during construction, she'll take more.

- e. Both principals agreed that the bike rack is a good idea, especially given the construction and the need for more bikers. Stephanie was able to do a bit of research on the bike racks to propose one or more to the principals. Stephanie will finalize the document that compiles her research. We can vote on it on 11/15.
  - f. Selena told Jen Dawson that we could not help with her request because it is too curricular in nature.
8. Highlighting Purchases Made With PTSA Funds
- a. We are asking for a lot (membership, class parties, Santa Fest baskets, Tiger Trail, donations for teacher conferences, etc.) People are seeing all of the asks, but are we highlighting what we're spending it on? Can we get the district Facebook page to highlight things too? Stephanie to work on this "campaign" for us.
9. Restaurant Updates
- a. What is the plan for future months? Remember to submit the fundraiser form in plenty of time to get it approved before we start advertising the date.
10. PTSA Board Elections
- a. The board agrees that Co-Presidents may be a viable option.
  - b. The board also agrees that there is a need for a membership chairperson.
  - c. The board would like a volunteer coordinator(s). This person/these people would be well-connected at Beechwood and aren't scared to ask people to volunteer.
  - d. Maybe budget for membership and volunteers next year to encourage participation. Maybe volunteers are entered into a raffle each time they volunteer to get something from Tiger Zone. Maybe we tell them how much they can spend and Tiger Zone can invoice us to get around the no gift cards rule. Or teachers are entered if they are a member by a certain date to win their favorite lunch brought in.
11. Bulletin Board



- a. Lily MacDonald wants to continue to update the bulletin board. The bulletin board could mention Santa Fest and Reflections.
12. Intern
- a. Lisa and Jentry to talk about plans for Lily. She's most interested in Lisa's type of work and her computer issues make it difficult for her to be trained on the website by Jentry.
13. November General Assembly Meeting - [Link to 11/15/21 PTSA Meeting](#)
- a. Monday, 11/15; 7:30-8:30 in library and virtual link
  - b. Agenda:
    - i. Budget Update
      - 1. Tiger Trail Profit
      - 2. Vote on Bike Racks
    - ii. PTSA Spending
      - 1. Red Ribbon Week
      - 2. High School Plaque for Podium
    - iii. Class Parties/Room Parent Communication
    - iv. Santa Fest
    - v. Committees for Spring Events
14. Closing Remarks & Adjournment