



**Executive Board Meeting Minutes
September 13, 2021 7:30 pm
Virtual Via Microsoft Teams**

Attendees

Jentry Eck	Stephanie Harris	Selena Ballou
Lisa Bush		

Minutes

1. Welcome
2. Approval of July Executive Board Meeting Minutes (there was not an August board meeting due to scheduling conflicts)
 - a. Stephanie Harris “I motion to approve the July Executive Board meeting minutes.”
 - b. Lisa Bush “I second that motion.”
3. Treasurer’s Report
 - a. The budget is ready to be voted on during the General Assembly Meeting on Monday, September 20.
4. Membership Update
 - a. Currently we have around 160 members. We ended the year last year with around 155 members. This time last year we had 60 members. Our student membership numbers are very similar to last year.
 - b. The board will look at the numbers so as to determine if we need to have a push for teachers to join.
5. Room Parents & Class Party Donations
 - a. We are about \$400 ahead of where we were last year in total value. The amounts this year are higher than last year. Preschool is the only class where there is some concern over the total collected. There is about a \$700 carryover



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from last year. Some of this will carry over to Rachelle Wilson for SantaFest. The exact amount that Rachelle will receive is currently undecided.

- b. Jentry to have Aimee Wulfeck email the room parents to remind them to contact their classroom parents.
 - c. Jentry to have Rachelle give her the letter that Aimee will forward to room parents about SantaFest. Room parents will then forward this letter (regarding donations and the Amazon Wishlist) to their classroom parents.
6. Directory Update
 - a. There are currently 280 families and 495 students active in the directory.
 - b. The directory was \$450 for the year. The Executive Board will continue to reevaluate whether this expense is worth it next year.
 - c. Stephanie to make another social media push for people to join the directory (focusing specifically on the volunteer piece of the directory).
 7. Fundraiser Ideas
 - a. The Executive Board likes the idea of utilizing Read Across America week (during the spring semester) as the timeframe for our fundraiser. A fundraiser where people can donate/sponsor through MemberHub is the idea.
 8. 1st Day School Supplies
 - a. The PTSA raised \$1624 this year through this school supply drive. The Executive Board has agreed to sign up for this again next year.
 9. Executive Board Event Sponsor Signup
 - a. Stephanie volunteers to be the board representative for the Talent Show committee.
 - b. Lisa volunteers to be the board representative for Father/Son.
 10. Restaurant Nights Update
 - a. We finally received the Skyline checks! Stephanie still hasn't heard back from Buffalo Wings and Rings regarding our fundraiser that was last Thursday.
 - b. Stephanie will reach out to Cold Stone regarding a fundraiser with them possibly on a Friday or a Sunday. Stephanie to reach out to LaRosa's.
 11. High School Speaker



- a. Jentry listened to Stephen Smith and liked him. After the budget is officially approved, Jentry will begin the timing & logistics conversation with Justin Kaiser. This would be a speaker for 7-9th grade students.
12. Facebook Volunteer Spotlight
- a. We would definitely need to ask people for their permission first before spotlighting them. The thought would be starting this when we're not posting much to Facebook or posting sometime in the spring.
13. Popsicles
- a. The Eck's will take care of the leftover popsicles from Kindergarten Meet and Greet. They aren't needed for any future events and there are less than 40.
14. Set General Assembly Meeting Agenda
- a. Provide Microsoft Teams link (switching to Teams through the school account since Google Meets is now charging to use after 1 hour)
 - b. Introduction
 - c. Financial budget; explain budget
 - d. Vote on budget
 - e. Directory
 - f. Volunteer recruitment – how to express interest in volunteering with PTSA
 - g. Advertising of our fall events – Father-Daughter, Tiger Trail, Mother-Son
 - h. Note to room parents
 - i. Must be on approval volunteer list
 - ii. No eating in classroom for Halloween party
 - iii. Providing budget amounts
 - iv. Reimbursement forms, tax forms, etc.
 - v. Promoting Santafest donations/wish list, getting excitement around Great Create class projects.
 - vi. Other questions
 - i. Question/answer
15. Closing Remarks & Adjournment