

## Minutes of November 3, 2009 ER PTA Board Meeting

**Present:** Denise Nicholson, Rebecca Gerhardt, Margaret Hughes, Angela van Lierop, Henmar Vlogman, Stacy Murphy, Debbie Markezich

**Welcome:** Denise welcomes everyone

Apologies for absence: Maureen Wilson, Trish Cooper, Nancy Nygren

**Minutes:** Henmar proposes to approve minutes of Oct. 6 2009, Becky seconds. **Minutes are approved.**

**Treasurer's report:** We got a corporate matching check for \$ 900, E-scrip is still coming in from last year, and it comes every month or two. The amount we've got since July is now \$ 1600. Margaret put a box in Safeway and got us \$ 500. We'll set it up again if the occasion is there.

We have everything in from the Walkathon, net is \$ 16,600 dollars. The goal of \$ 13,000 was surpassed.

ASAP will be making a \$ 1000 profit. Although this is not the goal it might be inevitable because we can't take the risk of lowering registration fees and lose money on it.

Jeff Evans charged \$ 925 total for assembly and program night.

The Library maintenance grant has been paid completely.

We need to pay our insurance this month. Proof of insurance needs to be sent by the secretary to the district.

5<sup>th</sup> Grade Times is a newspaper for 5<sup>th</sup> Grade. They want to use our copy code and then pay us back, so they have cheaper copying. No-one has any problem with it, as long as they don't sell the paper.

Box Tops: Last year's budget for prizes was \$ 90, Margaret wants to allocate about \$ 90 for costs for postage and prizes. Margaret proposes to allocate \$ 90, Becky seconds. **Motion in favor of allocating \$ 90 towards Box Tops is approved.** We got in about 4900 box tops, it's about \$ 500 in revenue. Next collection date will be February. The goal is \$ 1000 that should be covered by February. The top entry was 860 box tops from a 5<sup>th</sup> Grader.

**Membership:** PTA has 266 members on November 3. We won the bronze award from Northshore district PTA. With this amount of members, we qualify for the gold award already. Denise will ask Maureen to find out if we can get the platinum award.

**Principal report:** Math assessments are now going on. Conference week starts Nov. 19. It's a busy time for teachers and kids.

**Program night report:** The magician was good, kids liked it very much. No-one introduced or said goodbye. We should organize that next time. Denise will talk to Trish about how we can do this. There were refreshments from our new hospitality chair. She put out a donation jar. We're not sure if we want

to do this. It makes it complicated for the Treasurer, so she'd rather not have it. We agree to not have a donation jar again. We have a bake group. They can be asked for donations.

**Nominating Committee:** We have to start thinking about the nominating committee. On November 17 we'll have a general meeting and we can elect this committee then. We should get at least one or two names for a nominating committee before that meeting. In April we have to elect the new officers for next year. The nominating committee needs to find well rounded people, it has to be someone that can oversee and does believe in PTA. We need 3 people for the nominating committee. Angela suggests Rae Anne for the nominating committee. **Denise will ask her.**

**Standing rules:** some proposed changes are made to the standing rules (see attachment or website)

**Requests for grants and other money requests:** We have a formal policy for grants but nothing for the support fund. Denise has a starting document and will send it around to get opinions. We'd like to get rid of the deadline of Nov. 30 and make it simpler and more accessible for teachers. We are thinking about having a grant coordinator. The Staff support fund should be used for things up to \$ 100 at a reimbursement system. Grants should be for more expensive items.

The play will send out the flyer about the play, the rest of the information is at the website. Deposits of registration money are on Wednesdays and Fridays. The deadline for registration is November 30. The auditions for 3<sup>rd</sup> through 6<sup>th</sup> grade will be held on December 7.

Mrs. Hawkinson and Mrs. Hadjinian have submitted a request for \$ 132.75 and \$ 90 for 4<sup>th</sup> grade reading. They need to fill in the form for a grant. It should be granted after they've filled out the paperwork. After this, our grant budget is down to \$ 970 for the rest of the year. If necessary we can propose to allocate more money into the grant budget later in the year.

Other business: The appearance of the announcement bulletin board outside the school was discussed. We should repair it. Margaret will look into the cost of replacing the Plexiglas sheets. This will be paid out of the beautification budget.

Margaret suggests collecting Campbell Soup labels. This has been done in the past, so we already have a balance of 19,000 points to buy stuff from the website. Laura Larsen would be willing to coordinate the collection of soup labels. Margaret is OK with this falling under her Box Tops/E-scrip committee, but doesn't want to do the collection. Agreed is that Laura will be asked to organize the soup labels, but there won't be a new committee installed.

Emergency Prep has worked on the container. The shelves were raised and they've been working on labeling and maps. They will probably go over budget with the need to replace the granola bars.

Becky would like to start up the penny drive again under the name of Penny Wednesdays. She'll start around November 15.