

## **Calf Pen Meadow PTA Meeting Minutes 9/11/18 (prepared by GOC)**

### **Introduction:**

Meeting called to order at 6:32pm

Approval of meeting minutes of June 4 meeting. Motion to approve by Traci Gallagher. Second by Melissa Lawless

Introductions of the new Executive Board and Introduction by all those in attendance.

Welcome by Amy R.; Distribution of PTA Vision Documents and general explanation of the vision and goals for the PTA in the 2018-19 school year.

**Treasurer Report:** Presented by Erica E; Budget committee meeting to take place on 9/12; Budget to be presented for approval at the October 2 meeting; Accounts have a surplus currently; very minimal expenditures since start of school year and prior to budget approval; Part of budget proposal will include a plan to draw down the funds in the account a bit so that surplus is more in line with what expected for a non-profit.

**President Report:** Presented by Amy R.; Discussion of committee sheets available for sign up; need for chairs for several committees emphasized and that without chair certain events will not take place; several recent accomplishments of PTA highlighted including: welcome back signs to K; welcome to CPM bags; teacher gifts; beautification project; welcome back picnic

Shoptite points signup encouraged; used points from last year to replenish recess equipment; question raised about doing a similar points program with Amazon; required more discussion due to use of routing number.

**Secretary Report:** Presented by George O.; PTA forms updated and loaded to website; encouraged membership signup and emphasized the benefits of membership; listserv to be developed for sharing information with members.

**Principal Report:** Presented by Dr. Vail; Great start to the school year; appreciate patience with early dismissals; open door policy; looking forward to more PTA events

Erin M. also discussed positive school climate initiatives and leadership opportunities for 4<sup>th</sup> and 5<sup>th</sup> graders

Committee Reports: Budget Committee and Bylaws committees formed; other Committees still forming; Goal is to have co-chairs for committees this year

Need PTA Liaison and Room Parent Chair; Traci Gallagher volunteered to head up this effort; sign up to take place at Open House; discussion of more equity in money amongst classes for room activities

Holiday Fair – Shannon Cleary will chair and Erica E. agreed to co-chair

Fall Book Fair (Oct. 24 and 25) – committee being formed and needs a chair

Calf's corner – committee being formed and needs a chair

Budget – committee formed and meeting on 9/12; see Treasurer report

Bylaws – George O. heading this up; periodic updates of by-laws necessary per state PTA rules; updated draft will be prepared based off of model from State PTA and posted to PTA website for review by general membership; new bylaws will be ready for voting as part of November PTA meeting because current bylaws require 30 days of notice prior to any changes to bylaws.

New Business: Amy R. introduced topic of providing pizza and childcare at future PTA meetings; PTA rules require person 18 years of age to supervise the child care, which would require paying roughly \$25 per meeting; Pizza costs approximately \$50 per meeting

Several comments from general membership in favor of babysitting, which was expressed as a priority; pizza also of interest if funds available to support

Erica E. and Cyndy T. confirmed room in the budget for both expenses going forward

Vote called for providing babysitting with added expense; unanimously approved by all voting members at meeting

Vote called for providing pizza at future meetings; unanimously approved by all voting members at meeting

Fund raising update: No stuff fundraiser sent home and runs through October 15; Charleston Wrap to follow later in September;

Walk a thon fund raiser planned for Spring around Earth Day (more discussion with Erin M. necessary on this);

Family photo shoot planned by Mellissa L for later in September; \$50 cost; \$25 goes to CPM

ShopRite and Box Tops program has begun; participation encouraged

Michelle Bove will continue the Recycling fundraiser

Possibility of Jimmy's pizza fundraiser on conference night discussed

Dina P. requested meeting for 5<sup>th</sup> Grade Send Off committee prior to October PTA meeting to discuss fund raising ideas

Announcements: Open House on 9/28; Next PTA meeting on 10/2; Calf's corner on 10/5; Trunk or Treat on 10/26

Meeting adjourned at 7:33pm