

J.R. Briggs Elementary School PTA

<https://www.jrb-pta.org>

General Membership Meeting

October 10, 2018 @ 6:30pm

**AGENDA**

- Opening Remarks
- Principal's Report
- Secretary's Report
- Treasurer's Report
- Administrative Matters
  - Internal Financial Review Form/Audit Committee
    - Expected to be completed by the next meeting date – 11/14
    - Must be completed by November 15, 2018
  - Yearbook
    - It appears that we will be able to obtain a “standard CD in PSPA format for your portrait photos” in order to switch to TreeRing. Once the CD comes in we will verify before we officially move forward.
  - Staff Appreciation Lunch - 10/11
  - Movie Night - 10/26
    - Hotel Transylvania 3 was the top pick on the FB poll
  - Roll on America Fundraiser
    - Next two events are Saturday 10/13 and Tuesday 11/6 from 5:30 - 7:30 pm.
  - Coupon Book Fundraiser
    - Tentatively Monday 11/5 to Friday 11/16
  - Holiday Bazaar (Formerly Parents Night Out) - 12/7
    - We have at least a dozen confirmations and are working to follow-up with existing contact and reach out to new vendors.
    - A call to vendors was sent out through the school, website and FB page.
    - We will begin actively soliciting additional vendors on 10/15
  - Donation Bin
    - Money Distribution?
    - Marketing
  - School/PTA apparel store?
    - We are currently working with Northeast Promotion & Apparel to setup a custom web store with popular items. Additionally, we will be selecting other items from an online catalog to add to the site.
    - There is no cost to the PTA, and we earn money for each item sold.
- Open Forum
  - Attending members are invited to bring agenda items forth
- Closing Remarks
- Ashburnham Wine & Spirits gift card giveaway