

JR Briggs PTA Meeting Minutes
December 16, 2015

President: Sarah Dorsey
Treasurer: Myriah Zwicker

Vice President: Michelle Parkinson
Secretary: Cathryn Bebeau-Smith

Welcome

- Sarah Dorsey opened the meeting at 6:00pm and it was attended by 11 members

Principal's Report

- PARCC results coming soon
- Discussed *Parent Drop Off* – sometimes crowded with all the buses and cars but the procedure for *Drop Off* is to ensure everyone's safety and to keep traffic flowing

Secretary's Report

- There are currently 88 PTA members
- Only \$54.65 was spent for Staff Appreciation event; previously reported an estimate of \$100.00
- Motion to approve the *PTA Meeting Minutes* dated November 18, 2015 with the adjustment in the cost for the *Staff Appreciation* event in the amount of \$54.65; unanimously approved

Treasurer's Report

- The *Bank Reconciliation Report* (End Date: November 30, 2015) was reviewed; there are more transactions to post
- Approximately \$1,000.00 was earned from recent events such as BJ's Fundraiser, Movie Night etc.
- A motion to approve the *Bank Reconciliation Report* was made and unanimously approved

Parents Night Out Final Update

- Good turn out, vendors should be capped at 45
- Next year, focus on more advertising; AMLP reaches about 3,000 homes, can advertise through their mailings
- Fee for table rental was \$435; donation of \$100 for food
- \$1,072.00 was earned from the event: \$93 for the 50/50 Raffle, \$103 for logo wear, \$21 in tips, \$863 from vendors
- Vendor feedback: they were thrilled, said it was different from others, liked the music, having water and clear instructions

Movie Night Final Update

- It was a good night; \$86.99 earned on concessions; total earnings of \$499.99
- Licensing fee did not have to be paid and already had decorations, therefore, expenses were low
- There were 15-20 *Peer Leaders* who were very helpful

Logowear Update (Current sales and existing inventory)

- There were 37 orders (93 items) for a total earning of \$2,136; may have another drive in the spring
- Existing inventory in stock:
 - tried to be fair with pricing, can adjust if necessary; vests should be put back to \$25
 - can sell clothing at the *Bunny Breakfast* using last year's pricing

Spring Budget Approval

- *Proposed Spring PTA Budget* was reviewed including possible fundraisers
- If cuts are not made in the budget, there is a concern of loss of capital
- Last year's *Girls Event* had a loss of \$37.06 with expenses including cafeteria fee, DJ, favors, pictures, supplies and crafts; propose to decrease this year's *Girls Event* budget to \$1,750
- This year's *Boys Event*: maybe work with local hardware store for better pricing

- *Bike Rodeo*: helmets cost \$40 each, total cost was over \$700 last year
- Projected amounts for this year:
 - \$200 for *Bingo Night*; need Bingo cards; suggested date is January 22nd
 - \$1,500 for *Bunny Breakfast*, \$1,700 for *Girls Event*, \$1,200 for *Boys Event* and \$2,500 for *Bike Rodeo*
- Fundraiser: *Canvas Painting Event*, details in packet

Spring Events (seeking Chairs and Committees)

- *Bingo*: Paula and Fran running
- *Girls Dance*: Holly Garlock, February 5th with a snow date of February 12th
- *Bunny Breakfast*: coordinate with Jana, March 19th
 - Paula: flowers, Michelle: tickets, Myriah: organize *Peer Leaders* and contact Margorie to possibly help organize, Holly: flyer and photocopy, teachers to assist with serving
- *Boys Event*: Chair needed
- *Bike Rodeo*: Michelle Phyffe??
- *Bags to School / Yard Sale*: Natalie
- Would like to be able to do the *School Supply Initiative* again
- Suggestion: create a working document of events outlining what is needed to Chair the event etc to break down and clarify the pieces needed so if someone wants to volunteer, the duty or duties will be clear

Yearbook Update

- Covers are being decided; order forms will be sent home before holiday break; *Lifetouch* is gathering information, photos etc., they have been very responsive, orders can be upgraded through their website

Communication Concerns

- There is a parent concerned about open communication, PTA responded, encouraged parent to come to a meeting or start a committee
- The PTA meeting is an open forum, can voice opinions and vote

Open Forum

- Nothing was brought forward for discussion

The meeting adjourned at 7:55pm; the next *PTA Meeting* is January 20th 2016 at 6pm in the library