

**Brier Elementary PTA 7.2.15  
Board of Directors Meeting Minutes**

**Meeting Date:** October 8<sup>th</sup>, 2008

**Meeting Notice Given:** The set meeting time is the second Wednesday of the month, September '08 through June '09 at 6:00 pm

**Meeting Location:** Brier Elementary Library

**Meeting called to order at:** 6:01 pm

**Recorded by:** Julia L. Bogle, PTA Secretary

**In Attendance:** see attachment

**Quorum Present:** Yes

**Minutes:** Board Meeting Minutes of September 10<sup>th</sup>, 2008 reviewed and approved by general consensus. Pending meeting minutes will, hence forth be emailed to the Executive Board for review prior to adoption at the next scheduled meeting. This will apply to both General Membership and Board of Directors Meeting Minutes.

**President's Report/Welcome:**

Given by: Cathy Fiorillo, PTA President

The President complimented Board members for a successful and welcoming General Membership Meeting. The meeting at Starbucks, the Friday following October's General Membership Meeting was well attended and was perceived very favorably. Consideration will be given to the frequency of future Friday morning meetings at Starbucks beyond just after the General Meeting. Some glitches with the Monday Morning Coffee Email are being reviewed.

**Treasurer's Report:**

Given by: Jenny McDowell, PTA Treasurer

Budget document for September 2008 provided for review and discussion. See attachment.

O'Neil Foundation Fund account has been closed and monies were transferred into the general fund. In the future PTA will try to be more efficient in handling grant fund money as to avoid bank service fees. We will also look to discounts or breaks that may apply to non-profit organizations. Two outstanding checks from last year are being managed.

**Staff Report:**

Given by: Carolyn Julius, PTA Primary Teacher Representative

Presented grant request from Melissa Wilkening-Joly, Primary Intensive Support Education. See attachment.

Kim Maxfield moved we approve the grant request from Mellissa Wilkening-Joly for an additional \$120.00, to support their yearly fieldtrip. Motion seconded and approved.

Penny Ebright moved to take the grant money from the Membership Program Donation Fund line item in the budget. Motion seconded and approved.

**New Business:**

Standing Rules to be updated to exclude outside individuals and/or organizations from having a booth and/or presence at PTA events to sell products and/or disseminate information regardless of the perceived worthiness of the individuals and/or organization and their products and/or information. General membership will need to vote to adopt at General Membership Meeting in January 2009.

**Committee Reports:**

Family Fun Events:

Given by: Kami Otis, PTA Family Fun Events Off-Site Chair and Karen Manley, PTA Family Fun Events On-Site Chair

Monster Mash, a K-6 Dance flyer has been distributed, plans are progressing. Measures are being put into place to manage/discourage middle school and/or older children from becoming a problem at the dance

Reflections:

Given by: Penny Ebright, PTA VP of Programs

Reflections 2008 Program Plan document was provided, delineating the time line for participation in the art program. Reflections committee has generated a flyer for disbursement on October 14<sup>th</sup> in the Tuesday packet and in the next Buzz to promote the program. There will be an evening workshop November 6<sup>th</sup> from 6-8 pm, not a drop off event.

Fitness Club:

Given by: Penny Ebright, PTA VP of Programs

Mileage Club would like to start off on Wednesdays and Fridays during lunch recess, but we are short volunteers. Details are being worked out regarding promotion and implementation. Additional programs are being explored.

Fundraising:

Given by: Cathy Jackson, PTA VP of Fundraising

Monday the 13<sup>th</sup> the catalog fundraiser ends. Money counting will begin at 9:45 am. Survival Kits will be assembled tomorrow and disturbed on the 15<sup>th</sup>. Arrangements will be made to have the Brier Police escort PTA members to the bank to deposit fundraising revenue.

Legislative:

In consideration of time constraints, the President tabled legislative discussion and proposals to November's Board Meeting on the 12<sup>th</sup> at 6:00 pm

**Unfinished Business:**

Last school year parents requested a coat rack for the Lost and Found to make it more accessible.

The Volunteer Coordinator reports two people have volunteered to manage the Lost and Found on a regular basis. The merits and price of various coat racks were discussed.

Penny Ebright moved to purchase the three tier coat rack with an additional fourth shelf, total price not to exceed \$500.00. Motion seconded and passed.

**Closing Communications:**

Articles for the Buzz are due to the Communication Chair by tomorrow.

Reminder: Monday Morning Coffee Email is a useful tool for teachers and staff to inform others of "wish list" needs.

Items for the Coffee Email are due to the President by the weekend prior to distribution.

The school's *Bulletin Newsletter* no longer accepts PTA articles/notices to publish in the newsletter.

Separate PTA flyers are still permissible to be disbursed along with the *Bulletin*.

Please try to coordinate flyers, use back to back printing. All requests to produce and distribute flyers must go through the committee chair then up through the Board Contact who has oversight on a particular committee.

The PTA's Directory will be distributed October 24<sup>th</sup>. The last day for submissions is October 16<sup>th</sup>, as it goes to the printer on the 17<sup>th</sup>. Printing will cost \$0.75 per book.

**Meeting adjourned at:** 7:03 pm.