

Signature PTSA Meeting Minutes
December 12, 2018
12:00 p.m. – 1:30 p.m.
Central Library, Browning Room

Meeting was called to order by Signature PTSA Presidents Serena Laroia and Kim Wahl. Apologies were made for having to cancel the November meeting due to inclement weather.

Attendance – A total of 12 members were present.

Secretary Report – Serena Laroia made a motion to approve the October minutes, Maria Elena Thompson seconded. The minutes were approved.

Treasurer Report:

- November ending balance \$19,753.98 in PTSA account
- November gaming account had no change
- Financial Audit Report, IRS Form 990-N & NP-20 form were due November 15th
- Membership Dues Remittance & Roster were due November 15th (We have 203 memberships)
- Members were asked to start brainstorming possible fundraising ideas for future years. We have been fortunate to have had the Ford Fundraiser for several years and we don't know how much longer we will be able to profit from that.
- Year to date we have made more money than we had budgeted
- The following adjustments were discussed and put to vote regarding the budget
 - Teacher Holiday Luncheon line item – motion was made by Karen Cinelli and seconded by LeAnn Freeman to amend this line item up to an additional \$625 (on top of what was already in the line item) to assist in covering the lack of donations currently received. Items to be considered for these additional monies include decoration, gift cards and any items not donated. Motion passed.
 - Snack Drawer (addition of this line item) – Motion was made by Karen Cinelli and seconded by Maria Elena Thompson to add this line item at \$75 per month (prorated this year) for funds to be used to replenish the snack drawer. Kim Wahl will ask Shelby Roscoe for assistance in letting us know when the drawer is low. Motion passed.

Committee Reports:

- Cookbook Fundraiser: Amy Wolf
 - \$12 each. Limited number still available. Have sold very well.
- Give Back Fundraisers: Panera Bread Saturday, November 17th 4-8:00pm LeAnn Freeman
 - Very limited earnings (around \$40);
 - No give back scheduled for Dec. Working on one for January.
- Teacher Wish List: Cristina Melvin
 - Most items teachers requested were received / donated
- Teacher & Staff Holiday Luncheon: Party Central Mon, Dec. 17th 12-2pm Kim Rashada
 - Currently donations are short for the gift cards; most of food items have been signed up for.
 - All are Welcome to come and help
 - Planning meeting to finalize details to be held on Thursday, Dec 13th at River City Café at 3:30pm

Presidents Report: Kim Wahl & Serena Laroia-Nguyen

- Azzip Pizza Give Back Night raised \$123.14! Thank you for your support!
- We had a wonderful turnout for the Main Street Attraction even though it rained. Thanks Beth Hafele & LeAnn Freeman and everyone for making it a huge success!!
- Ford Drive 4UR School: Final Results \$6,880, - We are so grateful for this fundraiser!
- Barnes & Noble Fundraiser: Earned \$105.38 Sun, Nov. 18th Falisha Pierce & Kelly Weinzapfel. Thank you for all your planning & brainstorming ideas. Greatly appreciated!!
 - Noted that there is a lot of planning work and time to go into this event and the percent of “give back” from Barnes and Noble is very low. We had to have close to \$3500 in sales to get the \$105 we received.
 - Discussion to investigate a different fundraiser to replace this event. Ideas mentioned were a used book sale, holiday wrapping or a scavenger hunt
- School Needs:
 - Snack Drawer Donations – microwavable Ravioli, Mac & Cheese & healthy snacks
 - Paper Towels
- Marketing Session & Contest: Bob Renock & Tracy McEuen (We are so appreciative!)
 - Lunch session had about 13 or 14 clubs represented.
 - Would like to look to do it again next year prior to Main Street Attraction.
- As a note – International Dinner next year is tentatively planned to be held at CK Newsom Center. We can’t book until January. Price is lower, look to save a couple hundred in rental fees. Will have to have one uniformed security guard. More info to come in the coming months.

Upcoming Activities:

Teacher & Staff Holiday Luncheon - Monday, December 17th 12-2pm (Party Central)

No Fun Friday in December

Next PTSA Meeting - Wednesday, January 9th 6:00p.m (Central Library, Browning Room)

Meeting adjourned.

Respectfully Submitted,
Secretary – Beth Hafele