

**MONMOUTH ELEMENTARY SCHOOL PTA
EXECUTIVE BOARD MEETING**

DATE: October 3, 2017
PLACE: MES Room #3
TIME: 4:00 p.m.

MEETING CALL TO ORDER BY: Ashley Schaumburg, President at 4:06 pm

Meeting Attendees: Andria Twenge, Rebecca Ball, Ashley Schaumburg, Kait Hodgin, Melissa Link-Cole, Torin Pulfrey, Mark Mendel, Martha Gallardo, Kim Seidel

A Quorum was established.

ADMINISTRATIVE ITEMS:

1. Reminder that dues are \$9.50. You must be a due-paying member to vote.
2. State and Federal tax filings for non-profit activities are due in November. Copies due to State PTA by 11/30/17. Addresses to where items to be sent has been located.
3. Annual insurance premium needs to be paid. Needs to include officer coverage. Martha has written check and will be sending it.
4. How are we on membership?
 - a. Currently have 12 Members.

READ/APPROVE MINUTES: Have minutes from Executive meeting held 9.12.2017 meeting. Minutes approved as is with no changes by unanimous vote.

TREASURER'S REPORT:

1. Meeting set up to go over numbers in detail this week. We will have a report for November Meeting.
2. Martha went to bank and has updated authorized users, created a general email address for statements to be sent to.

PRINCIPAL'S REPORT

1. Building Leadership Team is working on Goals for the school.
2. School Assembly for Attendance and Safe Awards. School attendance for the building was 95.9%
3. Meeting with children who fall within the 85% or less attendance each morning for a quick check in. Attendance goal for school this year to be 5 days or less.

OLD BUSINESS:

- 1) Signups by the teachers for PTA events was passed out at Teacher's meeting held 10.3.17. Kim to give to Melissa to update our notes.
- 2) We only have one camera- Do we want to order another? Do we still want to send it around the classrooms?
 - a. By verbal consensus, create a spot in school office where teachers can check it out when needed, take picture of badge before taking pictures, check it back in when done.
 - b. Kait volunteered to present info of Replay App and Google Drive at future Teacher's Staff Meeting.
- 3) Jogathon October 20th – we are providing the Water bottles, 545 to be purchased.
- 4) Minutes have been posted online under our PTA section on the schools website, and a post to the link is on our Facebook page.
- 5) Donation letters:
 - a. Winco request has been sent
 - b. Bi-mart request has been sent
 - c. Costco request filled out and will be taken in this week

NEW BUSINESS:

- 1) Reflections Art- Do we want to participate?
 - a. Can get kid's art put into traveling show with the potential to win trip to Washington DC
- 2) Hearing screening is week of Oct 16th. Kim to confirm how many volunteers needed.
- 3) What times do we want for events?

- a. They are scheduled on MES Calendar all day but would like to update with times:
- b. Motion by Ashley and unanimous vote of approval to have them updated to as follows:
 - Fall Festival: 6:30-7:30pm
 - Math Night: 6:30-7:30pm
 - Stem Night: 6:30-7:30pm
 - Carnival: 6:00 – 8:00pm
- 4) Fall Festival: Any updates and anything the committee will need? We will need volunteers
 - a. Fall Festival Committee to meet 10.3.2017 in the evening. Goal is to keep all things the same but consider changes for next year.
 - b. Roth's has been updated and requested 22 dozen donuts, 20 dozen cookies, and 3lbs frosting. Pumpkin bowling has been ordered.
- 5) PTA Conference in Portland April 14-15, 2018 anyone wanting to attend? Martha will check calendar and let us know.
- 6) Any other items to discuss?
 - a. Torin Pulfrey presented information on Gaga Ball request.
 - Passed out Invoice with information on 50 year warranty on wood, desired location and how it would allow kids to have more physical activity. Would be the only ADA accessible toy on playground.
 - Will vote on it during November meeting once Mr. Pulfrey has been in contact with Boy scouts and PTA budget has been reviewed.

ANNOUNCEMENTS & UPCOMING EVENTS:

Jogathon Friday October 20, 2017

Fall Festival Friday November 3, 2017

Executive Board meeting 4:00 p.m. 11/7/17 (MES room #3)

ADJOURNMENT

Minutes:

Approved as Presented _____ Date: _____

Approved as Corrected _____ Date: _____

Secretary (Signature)