**Minutes from PTA General Board Meeting**

**March 4, 2014**

**Members Present:** See attached attendance sheet

**Call to order:** Jennifer Tunnell, President

* Welcome and Introductions
* Approval of Jan 2014 General Board Meeting Minutes
* Bond/Levy Election Results (copy of results attached to minutes)

**Nominating Committee Elections:** Jennifer Tunnell, President

* Secretary read aloud from the WSPTA Uniform Bylaws Article 5, Section 6
* The following members were elected to the Board for 2014/2015:
  + President: Jennifer Tunnell
  + Treasurer: Mark Rogers
  + Secretary: Julie Johnson
  + Co-VP’s of Membership: Alison Van Den Heuvel, Maureen Lucido
  + Co-VP’s of Fundraising: Melanie Muradian, Jenn Thomson
  + VP of Communications: Abby Hirsch
  + Co-VP’s of Programs - Enrichment: Kelli Torrie, Laura Mackenzie
  + VP of Programs - Social Events: Darin Benson

**Buddy Bench Report:** Doug Hale, Principal

* NSD Head of Grounds recommended a steel bench, rather than wood or composite which can be damaged too easily.
* Plaque will be bolted to bench and can be personalized by the ASB and replaced easily.

**Social Events Report:** Darin Benson, VP of Programs - Social Events

* Skate Night coming in May. The committee chair is organizing it.

**Enrichment Report:** Jean Tracy

* Art Night is coming March 18. Storytime will be in the Library, everything else in the Gym.
* Still need more volunteers
* Pinning art starts the Friday before Art Night, the flats arrive at 2pm and pinning can begin after school gets out.

**Science Expo Report:** Jen Tunnell, President

* Science Expo will be April 1, grades 4 - 6
* Mrs. Vacchio is looking for volunteers
* NSD will be covering the event and report in their publication.

**Membership Report:** Melinda Haeffele and Kristina Maltoni, Co-VP’s of Membership

* No new members
* Question from member about directory - member’s phone number didn’t get published. Co-VP’s will look into issue.

**Treasurer’s Report:** Phil Lucido, Treasurer

* February’s activity:
* $19,803 in income, $1,455 in expenses.
* Cash on hand is up to $169,314 from last month’s $150,965. We made $30 in interest.
* The bulk of the income was due to a check from Microsoft for $15,159. As mentioned in last month’s report, this was mostly split between Cash Donations and Employee Matching, with some employee matching funds applied elsewhere:

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| --- | --- | --- |
| Regular quarterly payroll deductions | Cash Donations | $962.52 |
| One time payroll deductions from the recent Give campaign | Cash Donations | $2,600.00 |
| Microsoft match for payroll deductions | Employee Matching | $3,562.44 |
| Microsoft match for Fall Fundraiser donations | Employee Matching | $5,778.00 |
| Microsoft donation made for new employee | Cash Donation | $50.00 |
| Microsoft match for general volunteer hours | Employee Matching | $1,292.00 |
| Microsoft match for school play volunteer hours | School Play | $731.00 |
| Microsoft match for art docent volunteer hours | Art Night Bake Sale | $153.00 |
| Microsoft match for science-targeted employee donation | Science Employee Matching | $30.00 |

* The line item “Art Night Bake Sale” is badly named. I’m using it to record any income that’s dedicated for the art programs, either Art Docent or Art Night. It should be renamed accordingly in next year’s budget. Same goes for Science Employee Matching. Something like “Science Program Dedicated Fundraising” makes more sense.
* We also received $1,200 in employee matching from Boeing in response to Fall Fundraiser donations last year. There was also $512 from Boeing thanks to our long term benefactor who has named us as the recipient for income from the Boeing Employees Community Fund.
* Cash Donations are now up to $31.2K for the year, against a budgeted $25K. We’ll probably end the year at $32K to $33K here. Employee Matching is now at $16.4K for the year, against a budgeted $7.5K. Fundraising continues to be very successful this year.
* Bingo night had $1,276 in income, compared to $915 last year. We’ve so far seen $164 in expenses, but will probably see around $300 more eventually. We don’t count on Bingo being a fundraiser, but it’s done very nicely the past few years.
* After School Enrichment tuition for the month was $1,095, bringing us to $7,510 for the year. We paid $450 to the Lego Robotics instructor and $90 in a partial refund for a student who had to withdraw from the program.
* Affiliate Income was $452 for the month. That included $39 from TOP Foods School Bucks, $70 in PCC Scrip card sales on Bingo night, and $343 from Amazon.com. That’s the highest single month income from Amazon. I’m not sure if that’s still part of increased holiday sales, or more people knowing to use [sunriseparents.org/amazon](http://sunriseparents.org/amazon) to shop.
* We paid $536 for the science program to purchase science expo display boards.
* Bank fees were high for the month, at $91. That includes $34 in PayPal fees, plus $54 to Harland Clarke for a new rubber stamp for endorsing checks which I didn’t really need. I went into the bank early in the month to see what to do when the old stamp wasn’t working right. The teller that day had me order a new stamp, when on a later trip, I found out they could just re-ink the old stamp. To make matters even worse, Harland Clarke has delivered the new stamp to the wrong address – the one they had on file was the previous treasurer’s old address, when she moved from there almost two years ago. Once I figured out what happened late last week, I sent email to the new owners, asking if they received a delivery for the PTA a few weeks ago, but haven’t received a reply back yet.

**New Business:**

* Member discussion regarding Back to School Fiesta. Member questioned if we could have PCC cater next event. Secretary Julie Johnson plans to help organize this event with Katie Schramm and will discuss with her. PCC could offer gluten-free items, etc.
* Member question regarding Spring Choir ages. Other member replied the Spring Choir is for grades 4-6.
* Member question asking when is Talent Show? Other member replied May 30th.

**Meeting Adjourned**

**Next General Board Meeting: May 13, 2014**