

Carriage Crest PTSA Executive Board Meeting Minutes

Tuesday, September 4th, 2018 7:00

Amanda's House

Overview of the Ice Cream Social and Buses

- **What went well**-Easy to use Sign up, Schwann's truck, High School Volunteers
- **What did not**-Bus could have run more efficiently
- **Thoughts for next year**-Send reminders earlier to get volunteers

Introduction of the Executive Board Members and open board positions

Reminder to sign up for volunteer opportunities throughout the year and to sign up for VIPS

- **Volunteer check in and overview**-All Board members must renew their VIPS

Membership-All enrollment forms updated to PTA Website. • Membership drive starts last week of October-runs into November. Membership drive due November 20th

Fall fundraiser updates-Spirit Wear orders due 9/14 & fall fundraiser packets sent in Thursday folders

After school activity dates-No specific dates set, but Sewing, Lego Robotics, Bricks for Kids all discussed as ideas

Treasurer's Update-Check from Orange Ruler received late. Vote by board to apply funds from Orange Ruler to last fiscal year as these funds were intended for last year.

Board Member Calendar Updates- Changing board meetings to 1st Tuesday of each month, Kara finalizing calendars.

If we like Trello-Consensus was that it might work out better than multiple emails.

- Let Parents know that this is how we will communicate with Executive Board Members, and how to get on the agenda for an upcoming meeting and how to get work assigned to people

Agenda for General PTSA Meeting Thursday, September 13th, 2018

- Call meeting to order
 - Introduce Board Members
- Meeting minutes
- Treasurer's Report
 - Budget adjustments (require a vote)
- Principle's Report
- Activity recap (Ice Cream Social) (Classroom Supplies)
- VIPS-Volunteer opportunities
 - Open board positions (Treasurer position-volunteer for position in training)
 - Would like to have a PTSA Classroom Liaison (PTSA Class Rep)
 - Art Docents needed
- Upcoming activities

- Spirit wear
- Fall fundraiser
- Bookfair
- Monster mash bash
- Calendar
- New Business
- Close

Action Items

- Kara to make a Monster Mash board on Trello
- Kara to make sign up for PTSA Class Rep
- Caroline to get a list of all teachers emails to Amanda
- Suggestion for clear Coyote folders