**AJ WHITTENBERG PTA BOARD MEETING - FRIDAY, FEBRUARY 7, 2025**

Board members present:

Bonnie Barr - President Shannon Ellis - Treasurer

Mills Stover - Membership Coordinator Cameron Brice - Principal

Jeannine Cox - Secretary Sherlen Crawford - VP Outreach

Jessica Blake - VP Fundraising Drew Hincapie - Spirit Wear

Sarah Dowsley - Swap Shop Kathryn Knott - VP Communications

Kendle Sloan - Spirit Night & Events Coord.

7:55 am call to order. A motion to approve the Board minutes dated December 6, 2024, the Board minutes dated January 10, 2025 and the General Membership PTA meeting minutes dated January 27, 2025 were accepted and seconded. These minutes will be uploaded to the AJW PTA website.

Kendle Sloan - Spirit Night & Events Coordinator

* February 17 is Spirit Night at the Swamp Rabbits hockey game
  + Use the link to purchase tickets and $5 will be donated back to the school from each ticket sold
  + Marketing flyer and link will be posted on social media and Mr B newsletter along with adding to Eng News
  + Students can opt to meet up for a game opening tunnel run onto the ice for students

Principal - Cameron Brice

* Sickness is going around and they are busy making sure all shifts are covered
* Currently celebrating National School Counseling week, students are also showcasing Ms Cooker on Eng News
* National Engineer Week coming up including week with Fluor and a breakfast with the Society of Women Engineers for 4th grade girls
* Real Men Read is a big event coming up
* Traffic update - district and city worked on making improvements on stoplight timing which seems to help during arrival and dismissal
* Greenville Drive Meet the Teacher event is going to be a little different - it will be on August 8 and will be limited to just meeting the teachers at the 500 club; it’s also Innovate Night. Now we’ll be having an additional end of year celebratory Drive game on Friday May 15 allowing the 5th graders to celebrate their graduation

Allie Kramer - Hospitality Coordinator

* Reported gifts were given to counselor for National School Counseling week
* Working on May 12 Teacher Appreciation Week

Bonnie Barr - President

* Our PTA has to have 3 general membership meetings during the school year and must meet quorum
* Bingo Night was our 2nd general membership meeting
  + Members voted to approve nominating committee
  + Be sure to let nominating committee know of anyone wanting to get involved
* For the 3rd general membership meeting - can we look at 2nd week of April
  + We plan to vote on next year's board and budget
  + In person or virtual meeting? We’ll need at least 25 PTA members to make quorum. If we do virtual, there will be a vote after sending candidate names and budget out to review.
  + Could this be tied to Related Arts Night? If so, how do we make a meaningful meeting during it - could we have a snack table to have sign ins…
  + Likely really needs to be a spirit night - could we have another event at Claires Creamery or another movie night?
* Playground court surface - we need the barely existing 4-square repainted. What kind of paint, is there a type of asphalt paint to use. Could we actually make that a general membership meeting and have participants help paint
* Calendar - will need help putting together first day of school packets plus we need to organize our forms for this coming year and make any edits - can we think about online form options?

Kathryn Knott - VP Communications

* No updates - keep sending items to get posted and for newsletter postings, send by Thursday prior

Shannon Ellis - Treasurer

* Budget overview and itemized financials showing transfers in and out was provided for review
* The debit card is open and being utilized
  + Pulled in interest July to December and there’s a little buffer for debit card account to stay active
* Graphic Cow invoices are paid and Amazon purchase of girls underwear is paid
* Real Men Read was increased $50
* Current actuals were used for some of the budget
  + Review your area and provide input for the budget
* We have a large overage of $19,000 - we are getting guidance on rollover fund from the district treasurer including information on savings applicability
* We have funds for teachers to use - how do we get teachers to use these available funds for classroom projects and grants
  + it’s first come first serve, this year they’ll have to upload receipt support
* Asking for feedback on proposed budget which will be reworked a little with Robot Ruckus expenses, April 4 meeting to vote on budget, then send out to general membership for input before motioning and approving budget

Jessica Blake - VP Fundraising

* Boosterthon tentatively raised $17,183, equating to roughly $16,200 minus credit card fees etc
* $1,800 in corporate matches to roll in later - as those matches come in, where do we put it, Boosterthon or private donation line item?
* Discuss options to move the date - we need to let Boosterthon know this asap but remember we get a ‘discount’ on full service because of the date we currently have in January
  + We want to keep full service option
  + We’ll see if a fall date option is available (and not do Attractions?)
* Currently marketing sponsorships to local businesses
  + Volunteers needed to help marketing
* Work with Mr Ramsdell on Field Day sponsorships, largest need is tshirts
  + Have previously used Boosterthon credit for tshirts
  + We have a $500 line item also going to shirts
* For sponsorships, there will be a central form available along with a list of sponsors signed up so we don’t double-y pursue the same sponsor

Sherlen Crawford - VP Outreach

* Kicking off reading program in early March and there will be an upcoming February meeting to nail down the actual start date
  + 10 volunteers so far, initially pairing 2 students with each volunteer
  + 2 days a week
  + Sign up genius to be used
  + Level 2 volunteer is required
* Still working on idea for having a PTA cart to use for teacher incentives

Kat Bougie - Volunteer Coordinator

* Will be sending out February birthday club sign up
* Do we need volunteers for related arts night?

Sarah Dowsley - Swap Shop

* Received positive and negative feedback at Bingo night re free spaces for donating clothing
* Emails and outside sandwich board are the best at marketing
* Need a new clothes rack - can someone donate? A board member stated they may be able to provide a free one, stay tuned

Spirit Wear - Drew Hincapie

* The remaining jackets were finally delivered this week
* Graphic Cow is good to work with but inventory is iffy resulting in time consuming backorders
* We don’t meet the minimum and we don’t get a whole lot of orders - the fleece jackets sell the best
* Need to research less expensive options but keep in mind smaller items we have to purchase up front in bulk
* Decide on what we want to spend to increase inventory on certain popular items and sell this merchandise throughout the year possibly via Givebacks - we have money budgeted for this
* Can we sell spirit items with swap shop and during general meetings, possibly utilize for school store?

The meeting was adjourned at 9:38 am.

Respectfully submitted,

Jeannine Cox