

Westowne Elementary PTA Meeting Minutes
November 11, 2014

Present: China Williams, Jessica Brown, Justine Stull, Shandra Patrick, Noel Smith, Alyssa Brown, Samantha Thompson, Jen Nyland, Tracy Horch, Amanda Ferragamo, Amy Houghton, Judy Robey, Debra Wright, Melody Higgins, Hope Riley, Amy Hennessey, Stacie Lauer, Kristal McCormick

Meeting called to order by China Williams at 7:07 pm

October minutes approved as written

President's Report: China Williams

1. Treasurer's Report
 - a. \$6,291.89 revenue
 - b. \$8,430.17 total available funds
2. Fall Fest
 - a. Thanks to the team for a successful, fun event!
 - b. \$2043.50 in wrist band and concession sales
 - c. \$1060.58 in raffle and silent auction
 - d. \$354 for Pie in the Face teacher's tech fund
3. Charitable Solicitation Registration
 - a. Just received notice indicating we must submit outstanding forms for 2010-2013
 - b. Membership voted to approve \$200 in filing charges
 - c. Membership voted to pay fines of \$1450
 - i. Board has requested removal of fines
 - ii. More information to come prior to paying fines
 - d. Board requested support from volunteers with accounting skills to complete this task
4. Change over in treasurer
 - a. Kimberly Evans outgoing
 - b. Stacie Lauer incoming (Approved by Board of Directors vote on 11/11/14)
5. Status of tax documents discussed
6. Movie Night - Great turn out; about \$400 revenue from concessions
7. Pajama Day - \$170 raised in November; kids enjoyed combination of PJs with Movie Night
8. Holiday Craft & Vendor Fair
 - a. BCPS and Baltimore County require Transient Vendor Licenses; more information and planning time needed
 - b. Moved to Saturday, April 18 and renamed "Spring Hoot Craft & Vendor Fair"
 - c. Board requested assistance of members with fair and vendor license experience to plan for this event
9. December PTA meeting
 - a. 6:30 start time with special guest Dr. Griffith discussing organizational skills and executive functioning in children at home and at school
 - b. 7:30 business meeting start time
10. After school clubs – needs a volunteer to oversee planning
11. Holiday Shoppe
 - a. Katie McNight is Chair
 - b. Now taking donations
 - c. VolunteerSpot forthcoming
12. Restaurant Night

- a. Qualifies as donation instead of fundraiser
- b. Suggested future locations include Sprout, Umami, and Chuck E. Cheese's

Secretary's Report: Justine Stull

1. Membership
 - a. 172 members
 - b. Goal of 200 members PTA insurance and mandatory trainings, in addition to dues

Vice President's Report: Jessica

1. End of year giving campaign to build Teachers' Educational Supplies Fund
 - a. Donations are tax deductible
 - b. Seeking company matching information relevant to members
2. Box Tops – over \$500 brought in so far this year

My Coke Rewards & Labels for Education: Jen Nyland

1. To further explore details of literacy/book program

Principal's Report: Mrs. Patrick

1. Volunteer training is always available online and mandatory for parent volunteers (including for fieldtrips)
2. Students enjoyed PTA sponsored Eric Energy assembly
3. No school for PS/Pre-K this Thursday
4. Conference Day this Friday (no school)
5. American Education Week November 17 - 21
 - a. Send in RSVP so badges may be preprinted
 - b. Attend during scheduled visit time
 - c. OR speak with your child's teacher to schedule a different time
 - d. 4th Grade Rocket Launch on Friday afternoon
6. Holiday Family Support
 - a. Gift tags to be posted in front lobby for children's gifts
 - b. Also exploring a food donation drive; more details to come

5th Grade update: Melody Higgins

1. Bake Sale – \$553.11 revenue
2. Committee requests help from 5th grade parents
3. 5th grade has approved budget of \$1500
4. Event and spending plan requested by PTA Board

Running Club update: Tracy Horch

1. Jingle Bell Run – December 6th
2. "JINGLE25" for discount sign up on team "Fitness Fowls"
3. Located at Centennial Park; 9:00 AM start
4. Flyer to go out to all school

Meeting adjourned at 7:56 pm