

# BOARD MEETING MINUTES

Three Oaks Elementary School PTA

*October 21, 2021 6:00pm | Meeting called to order by Jessica Keefe*

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## In Attendance

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Jessica Keefe, Stephanie Joseph, Tiffany Murray, Milissa Croghan, Matthew Orebaugh, Maureen Coventry, Mandy Rondeau, Cara Dibbs and Amanda Lantrip.

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## Approval of Minutes

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## Board

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The Board, principal, and guests were introduced: Jessica Keefe, President; Stephanie Joseph, VP Membership; Tiffany Murray, Corresponding Secretary; Maureen Coventry, Recording Secretary; Milissa Croghan, Treasurer; Mandy Rondeau, VP Programs; Matthew Orebaugh, Principal; Cara Dibbs, Librarian and Amanda Lantrip.

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## Treasurer's Report

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Milissa gave the recap on the Fun Run's success of raising around \$33,000 and the Country Fair, \$11,146 and that's including the basket raffle tickets. Milissa reported that we are to be more clear on our adjustments on budget in minutes and that the bylaw's uniform was shortened from it's usual requirements.

We have a new Math Specialist, Ms. Hargrave, who comes 2 days a week. She will see to it that the budget put aside for her position be used as she deems fit.

Cindy's Produce will again provide the pumpkins for our Kindergartners, 133 to be exact.

We went over the monthly breakdown of September financials that included: renewal of zoom plan, garden club, staff luncheon and PTA memberships.

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## Principal's Report

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Matthew Orebaugh displayed 2 possibilities for the yearbook cover, in reference to the design and colors. The options were discussed and we decided on the best option. He also brought to the board's attention of the stress that the teaching staff is under and was looking for a way the board could get involved and help give back that necessarily isn't in food/gift card form but maybe a "spa day" or something similar. The board happily obliged and will look into something to accommodate his request.

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## New Business

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-Picture Day

-Fun Run: Date already reserved for 2022, about the same time, participation by all, regardless of donation. (Milissa suggests having earlier in the year to separate from other events)

-Country Fair: Jessica thanked everyone who helped in the success. 25 out of 33 volunteer shifts filled. All agreed to continue raffle ticket sales online and to announce winners of the baskets for the afternoon announcements. Suggestions were made to possibly find a better program for the online ticket sales but might need to pay since prior program was free.

-Memberships: Stephanie updated us with the current count at 383, with Kindergartners in the lead and 5<sup>th</sup> grade in 2<sup>nd</sup>. Some faculty members are still missing, they have joined as parents but would also need to join as faculty. She informed us of some future membership drives. We have already surpassed last year's membership's numbers. Cara suggests having Stephanie on the school news to broadcast her info.

-Reflections contest has a potential 1 entry but there could be more. Follow up will be done.

-Spirit Wear will possibly have 2 options and match this year's yearbook. We are looking to make about \$7-\$8 per shirt in sales.

-Staff questions/concerns: Ms. Metz expressed gratitude and compliments.

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## Future Business

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-Discussion of 3 new events where we wouldn't charge money to host during the school year. Suggestions were made: Movie night with a possibility of using Astro DJ in the springtime and hosting Polar Express outdoors. It was suggested we hold a poll with options and with possibilities of other ideas.

-Snowflake Saturday: It will be held outdoors this year. Discussion of having an outdoor breakfast but concern on where people would sit with added social distancing. Advertise a signup genius for time slots for the Book Fair.

-Meetings will continue via zoom.

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## Next Meeting

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Thursday, November 18<sup>th</sup>, 6pm via Zoom

Meeting adjourned at 6:57pm