

Wednesday February 6, 2019
Pinewood Library Media Center (LMC)

Attendance:

- Angelique Workman, President
- Christi Schuda, Vice President
- Annika Bankston, Treasurer
- Erin DeRubeis, Secretary
- David Gladis, Volunteer Coordinator
- Jennifer Kyhl, Volunteer Coordinator
- Rebecca Johnson, Parent at Large
- Andrew Skinner, Principal
- Erin Lundberg

2019 Meeting Dates:

- Tuesday March 5, 6pm
- Tuesday May 7, 6pm

1. Upcoming Event Status

- Movie Night April 12
 - Ferdinand
 - Lina and June organizing
- Staff Appreciation May 6-10
 - Heidi and Christi organizing
 - State PTA Organization has theme ideas
- Carnival Feb 22
 - Most volunteer slots already filled – area NHS, football team, etc
 - Expect to send out signup genius Friday
 - Becca will pull games out Monday to see if anything needs repairs
 - Hallway decorating – want to make sure all classes participate
 - Looking for a few more prizes – BINGO, raffle
 - Following carnival, create spreadsheet of businesses that donated, similar to what was done for Holiday Shopping Night
 - **Need ~3 board members to count money after carnival**

- Book Fair May 13-17
 - Jen confirmed May 13th-17th with Scholastic – agreed to leave it there
 - **Annie to reach out to Brea this week to ask for:**
 - Fall book fair recap and feedback (what went well and what could be improved)
 - Confirmation of dates, status, and any plans so far
 - Fall book fair numbers:
 - Cash taken in (checks and cash): \$4721 (\$5088 last year)
 - Total event: \$7.4k (\$8.2k last year)
 - \$1800 from fall book fair credited to PTA and check made to Pinewood Library
- Science Fair
 - 4/25
 - No PTA support needed as of now
- Feed the teacher
 - 2/7
 - Sign up slots are filled (THANKS!)
- Vision and Hearing screening + lunch for volunteers
 - 2/12
 - Need a couple more volunteers for event and to provide lunch

2. Holiday Shopping Night Recap

- Inventory left over was about same as last year
- **Christi needs to enter inventory into the shared spreadsheet**
- Feedback from attendees
 - Provide water at hot chocolate stand
 - Provide activity for parents while waiting
 - Plan for more volunteers during initial surge
- Plan to get the gym next year
 - **Annie is going to reserve gym for 12/13/2019 and 12/11/2020 for future shopping nights**
- Lots of donations (~\$800 over expenses)
- Plan to purchase table clothes for next year
 - Recommend to purchase a roll of fabric – **Annie said she could help cut and sew ends**

3. Treasurer Report

- See hand out – reviewed focus fund disbursements and future plans
- Matching funds coming in from fundathon

- Upcoming expenses
 - Insurance, Chalkboard Capers' Scholarship
- Discussed helping fun Pike Lake specialist activities
 - Annika asked other PTAs and got mixed result
 - **Plans to propose that each home school put in \$100 for specialists – Annika will propose this to other PTAs**
- Need to have internal review of account – **Annika is asking for ~3 volunteers to “audit” finances – need to be PTA members.**
 - David G volunteered
 - Need to put out request for 2 more

4. “What’s Happening at Pinewood” – Principal Skinner Update

- Discuss construction plans – go to Mounds View website for initial designs
- Timeline
 - Start construction February 2020
 - Bids will go out this year

5. Discuss 2019-2020 Open Board Positions

- Annika agreed to carry over as treasurer
- David agreed to carry over as volunteer coordinator or possibly another position
- Becca is interested in being parent at large
- All positions outside of treasurer are open
- Review by-laws and definition of each position
 - **Annie will send this out to the board**
 - By-laws are on the google drive

6. PTA Website Manager

- This might be under duties of secretary currently