

PTF Meeting 9/11/03

Present: Judy Allee, Jennifer Barker, Kathy Baur, Sylvia Burcham, Anita Chambers, Jane Ciarfella, Jennifer Clark, Lara Leigh Ewing, Connie Garelick, Kaleen Graessle, Katherine Harper, Shelly Hawthorne, Judy Lawson, Teresa Messina, Patlolla Reddy, Sharon Riley, Cindy Steinbart, Susanne Vernon, Libby Weed

Meeting began with prayer led by Anita Chambers

Approval of the minutes from the 8/14 and 8/21 meetings – Shelly Hawthorne motioned approval and Suzanne Vernon completed approval

President's Report

- Need to have school badges made to identify PTF workers
- Bench for playground ordered – stone bench in ground, \$531
- Ben Baisdon thrilled with \$700 allotted for trees. He will probably purchase 6 trees, 3 east of High School building and 3 west of new building
- New Volunteers – Kaleen would like to start notebooks for each event and asks that PTF sponsors to make it easier for new people to take on roles

Membership (Janet absent)

*74% to date

*3 classes got 100% - Gregersen, Ellis & Coyle

Financial Report

Income reported under “Other Income – Donations Received” was from donations for Back-to-School Luncheon. Sharon will move and rename this item on the report to indicate this.

Donuts with Dad is scheduled for Sept. 26 and **Muffins with Mom** for Oct. 3.

Directory

*Shelly reported error in program. Steve is fixing it. Still expecting 9/30 or 10/1 delivery.

*Shelly asked do we still use Kwik Copy since Mr. Franco doesn't have kids at BCS?

*Shelly is to check with other printers to get the best price. Last year, we paid \$784 for the directory.

*Kaleen asked, “Did membership drive being a week shorter make a difference?”

Class Baskets

*Jennifer reported that there has been great creativity so far and that basket titles look good. One-third of elementary has not submitted title yet. No secondary titles have been received.

*Chris is doing a mail out to secondary next week and will include information about Fall Festival, Muffins with Moms, Donuts with Dads and the Silent Auction.

Silent Auction

*Sharon will have new boxes in workroom by Monday. The old boxes were thrown away.

*Judy Lawson agreed to serve as the Day of Auction Coordinator.

*Sharon will provide copies of form to take to area churches of Christ.

*Church representatives should draft their own announcements for their church bulletins.

*Teresa Messina agreed to serve as the Donation Procurement Coordinator.

*Kaleen is going to ask for possible storage space for PTF.

(Libby arrived)

By-Laws

*Kaleen reminded everyone that the PTF by-laws were written and filed in 1983 but they haven't been used in quite some time and no longer reflect how we currently operate.

By-laws refer to Articles of Incorporation.

*Anita has requested a copy of these from the Secretary of State.

*Anyone who is interested in helping revise by-laws is asked to join Kaleen, Anita, Sharon and Chris at the next meeting (Probably next Wed. at 8:00 am in the church library.).

(Libby left)

*Kaleen asked for input on what positions should be represented on the Board. Several ideas were discussed: Homeroom Rep. Coord., Administrative Rep., Faculty Rep, Officers, Chairs of Standing Committees

Standing Committees – what would these committees be?

*Voting – majority of all members present; majority of board members present; quorum OR require a quorum on some things but not all

*Kaleen asked if we thought attendance at the meetings would be limited if the vote were limited to the Board? General response was no.

*Kaleen said that she is hoping to have by-laws to vote on at the October meeting.

Fall Festival

In the past checks were given to each teachers for \$75 and they were asked to tell PTF what they spent it on. Last year, teachers were given a certificate and were reimbursed when they turned in their receipts. This did not work well. There were some hurt feelings. Kaleen has suggested that we return to the practice of giving the teachers a \$75 check each and giving them a letter reminding that the money comes from the hard work of the BCS parents. Judy Lawson also suggested that we remind them that their feedback (telling what they are purchasing) allows PTF to make more money for them because parents are able to see the impact of their work. It was unanimously approved that we return to the practice of giving teachers a \$75 check up front without requiring a receipt.

There was no new business and the meeting was adjourned.