

Briarcliff Elementary PTA

MEETING MINUTES

May 3, 2022

1. Call to Order

Meg Schroeder called the HYBRID meeting to order at 7:09 pm on 5.3.22 in the school Media Center. Approximately 15 people were in attendance online and 12 in person. The meeting immediately followed Det. Michelle Savage's presentation on Internet Safety for families.

2. Approve Minutes from Last Meeting

Jacquelyn White made a motion to approve the minutes from April, Katie Patrick seconded the motion. The motion was unanimously passed.

3. President's Remarks (Meg Schroeder)

—Reminder that all committee heads and board members are to develop a SOP (Standard Operating Procedure) for their position, particularly if they are vacating said position. **SOPs should be turned in to Meg by June 7.**

—Deadline for Teacher Grant reimbursements is Monday, May 16. Teachers must be paid PTA members to qualify for this reimbursement.

—Fundraiser Update: Whiteboards are all assembled and being used. **Meg needs someone to take over the details for the water refill stations.**

4. Treasurer's Report (Linda Long)

—Doing well with our balance. Had a random donation from BAM Ice Cream (used at Spring Fling). Budget was not shared due to technical difficulties.

5. Audit (Jacquelyn White)

—Audit committee was finally able to do their first official audit of the year. All receipts have been accounted for (in terms of their validity), and we are good to go, after reaching out to the NCPTA for confirmation.

6. Hospitality (Krystle Nelson, Lindsay Campbell)

—Teacher Appreciation Week is this week. Still need a handful of volunteers for the Friday lunch. Please see signup.

—Need help with the Moving Up ceremony—this was not budgeted/planned for as Hospitality's task, so they need volunteers. Asking for 4th grade parents to take the lead on planning/serving, etc. She will handle cupcakes/paper products/water. **Gayle Manzer and Mimosa Hines volunteered to help on the day of with cupcakes, etc. Angela Dart volunteered to help with a slideshow. Please let Krystle know if you can help on 6/9 at 10am.** She'd ideally like to have 4 parents.

—**Hospitality is looking for a third person to help next year.** Krystle has a big binder with notes for reference.

7. Spirit Nights (Krystle Nelson)

—**Next event is at Tijuana Flats on May 18;** look out for flyer

—Do we want to sell pizza at carpool again with Papa Murphys? Most people said yes, so Krystle will look into setting that up in the first part of June.

8. **Running Club (Pam Carpenter)**

—They are currently collecting money for shirt and medals, but Mrs. Carpenter is requesting additional monies from the PTA Club fund to help subsidize this purchase.

—A discussion was had about how much would be needed to offset these costs. Meg Schroeder proposed \$500 after Mrs. Carpenter explained the cost of the trophies (\$5 each) and t-shirts (\$9-10 each), for over 100 kids. Given that the current club budget allocates \$200 per club, Mimosa Hines suggested doubling that amount to \$400.

Daniela Worden made a motion to approve \$400 for Running Club (this yr only). Linda Long seconded the motion, and it was unanimously passed.

9. **Advocacy (Michelle Craig)**

—Red for Ed - keep it up! Classrooms with the most participation will get prizes.

—Early voting has begun! It is encouraged to vote for candidates who support public schools. Email Michelle with any election questions.

10. **Book Fair (Jacquelyn White)**

—Sponsor a Student is almost at \$1000, but we need a little bit more in order to ensure every kid will get a paid book. There is also some crossover next week for spirit activities—be on the lookout for a flyer from your classroom.

—**STILL NEED lots of volunteers for next week, particularly Tues and Thurs night. Signup genius is out!**

11. **Cultural Arts (Amy Hambricht)**

—Fence project is ongoing. Asked if they could use remaining budget funds to purchase paintbrushes. Since that is part of their budgeted project, the answer was yes, no vote required. Will hopefully install before the end of school and may need helpers.

12. **Spirit Rock (Nina Freeborn)**

—Has found a bulldozer and truck! Rock will be installed SOON!

13. **Grounds (James Brown)**

—**May 21 from 9-12 is the next cleanup day at the school:** general cleanup is needed, still have branches piled up from last cleanup.

—**Looking for another person to join his committee**

14. **Nominations (Mimosa Hines, Amy Dexhemer, Jessica Mulkey)**

—Desperately need a **Secretary**, Cultural Arts committee, Spirit Nights, nominations.

—**Please reach out to Mimosa ASAP if you would like to serve in one of these vacancies**

15. **Principal's Report (Ms. Benton)**

—Went over important dates again

—Asked for monies to cover unexpected expenses for Multicultural Night. Ms. Benton has personally spent over \$500 of her own money to buy prizes, etc. A discussion was opened by Meg, who then introduced the motion. Ms. Patrick made the official motion to approve \$600 from the budget to be allocated (this yr only) for Multicultural Night; Linda Long seconded the motion. It was passed unanimously.

16. **Closing**

Meg Schroeder adjourned the meeting at 8:07 p.m. **Next meeting will be June 7 and we will be voting!**