



1. Meeting Attendees, Time and Location:

1.1. Attendees

PTSA Board

Suzanne “Cricket” Holshey	President (acting)	✓
Suzanne “Cricket” Holshey	Vice President	(✓)
Daniel Kundert	Secretary & Membership	✓
Chris Nelson	Treasurer	✓
Jessica Diamond	Fundraising Chair	✓
Heather Lofquist	Communications Chair	✓
Jessica Mackaro	Volunteer Coordinator	✗
Robyn Yoder	Hospitality Chair	✗

Meeting Location

10/15/2018, 6pm, Meadowlark School,
2300 Meadow Sweet Ln, Erie, CO 80516

Quorum

YES

Meadowlark School

Brent Caldwell	Principal	✓
Knauer Sennen	Assistant Principal	✗
Amanda Boshinski	Teacher Representative	✓

Event / Committee Chairs

None	✗
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2. Opening President

Cricket called the meeting to order @ 6.02pm based on the sent agenda.

3. Approval Meeting Minutes, Board Meeting 9/17/2018

Cricket moved to approve meeting minutes, Chris second. All in favor; Meeting Minutes approved;

4. Current Financials Update

- Current financial status starting business year 2018/2019
- Budget Items to be approved during next General Meeting
 - School cashed in check for the \$20k initial donation for this school year
 - \$11k currently available for additional spending for PTSA
 - Cashed in latest KS check and basically doubled this month' return; 22 cards have been used in total for the current 30day period (average of \$15-20 return per active card; target to be around 55 active cards every month)
 - Raised money for spirit wear which has not been budgeted in the PTSA year (approx. \$550 from this order)
 - Insurance renewal come up and State PTA membership renewal
 - Current staff requests for support should be going to Brent for now until the current budget and donations have been allocated and new budget needs to be allocated;



5. Other Topics and Discussion Items

5.1. PTSA Organizational Updates:

- Status Position of the President
 - There has been no additional interest from the membership
- Board Positions, Roles and Responsibilities
 - PTSA to think about staggering the elected board member terms in order to better stagger them
 - PTSA must do a better job to mingle more with the membership to bring in some more interested people
 - The board positions for the president / VP have to be further discussed on how to further align the positions of the president and the VP depending on how to continue these functions
 - Update and review the roles and responsibilities and Org chart for additional inputs and updates
- Changes to Bylaws
 - We have not heard back from Boulder Valley council on the current version
 - Stagger the terms within the by-laws for the elected officers
 - Keeping the president/vp positions for now and not a co-leadership
 - PTSA board to reconsider the volunteer coordinator being back on the board --> Talk to Jessica
- Increase Membership
 - Check for some options to increase membership and what can be done for these in order to update the membership community
 - Send out another invite to increase membership from this point
 - Do a parent's community event to reach out as membership event and get community together; Jessica D to plan something on how this could be happening
 - PTSA renewal letter for the current members to re-join the PTSA

5.2. Fundraising Topics:

- Current Fundraising and planned activities
 - Miners Tavern has happened
 - Current fundraisers planned as on the calendar from the PTSA
 - Chris or Heather to help at the next Family Academy to hand out KS cards for Jessica D
 - Parking sign for the PTA parking --> Denise to investigate the cost for the parking signs for two signs
 - PTSA to determine what could be done with the final signs
 - Create a google form for the KS cards requests
 - Do the Nutcracker tickets as a trial for this year
- Fall Talent Show
 - Talent show is a GO and Jessica to link up with the school staff for organization
 - Jessica to look to find someone to chair this event with her for future events
- Sister School Sponsoring



- Generally, the board likes the idea about doing something like this however, there will have to be some further discussions about the execution of this idea; potential financial spending would have to be approved by the general membership
 - Market Day Local: Jessica to investigate it and get this set up
 - Mingle to be started in January again
- 5.3. Volunteer Topics
- Current Status Volunteer Coordination
 - Volunteer of the Month award
- 5.4. PTSA Upcoming Events October/November
- Upcoming Events October which need to be supported
 - Book Fair needs additional people
 - Chris to be @ Parent Academy to hand out the KS cards
 - BVSD contracted with external vendor to clear district volunteers; Jessica M to update information
 - HelpAtSchool still needs additional updates to make it work with the Meadowlark Setup
 - Upcoming Events November which need to be supported
 - Family Academy
 - Reflections and Destination Imagination
 - Yes, we are planning to do Reflections
 - Cricket to reach out people to get this running
- 5.5. Update and Inputs / Requests Meadowlark School
- Inputs from Principal / Teacher Representative
 - Academic tutor position is posted and will be support 3rd/4th grade community support; 3hrs per day for all student contact days; paid from PTSA money
 - Student scholarships have been used
 - Exploring Maker Space and hold off until there is some money needed
 - Probably not enough teacher support for running all the club ideas
 - More direction and ideas on how to further improve/update the maker space
- 5.6. Other Items
- None

6. Motions

Motion	Move	Second	Vote
Approval of Meeting Minutes, Board Meeting 9/17/2018	Cricket	Chris	All in favor

7. Other Discussions



Meadowlark PTSA

Meeting Minutes – Board Meeting

Printed: 11 November 2018

- None other

8. Action Items List / Planned topics next Board Meeting

9. Closing

Cricket adjourned the meeting @ 8:10pm.

Meeting Minutes Date / Signature

Daniel Kundert, Secretary



Meadowlark PTSA

Meeting Minutes – Board Meeting

Printed: 11 November 2018

Appendix 1 – Officer Reports

No additional Reports posted

Appendix 2 – Financial Details

No additional Reports posted