

Northwood PTA Board of Directors Meeting Minutes

April 15, 2015

Meeting was called to order at 6:38 pm in the Northwood Elementary Library. Attendance sheet is attached to original hard copy of minutes.

The minutes from the February 18 Board of Directors Meeting was accepted with corrections.

Treasurer's Report: checking balance: \$20,978.18 Savings balance: \$3,200.20

- Checking balance includes pending payment to Cherrydale.
- Confirm year-long reservation for post office box.
- Financial Review is current; Next financial review will be end of year (after 7/30/15)
- May school assembly was \$150 over budgeted amount. Money will need to be transferred from *unallocated funds* to cover the difference.

Old Business:

- Bingo Knight – event preparation is in progress
- Beach Bash – DJ has agreed to \$199 / 2 hours for event.
 - Beach Bash expense is not a line item on the 2014-2015 Budget. \$400 budget will need to be approved by General Membership.

New Business:

- 2015-2016 Budget Review. Proposed Budget will be submitted for approval at May General Membership meeting.
 - Thank you to all families that support Northwood with Escrip.
- Teacher Request – We declined Mrs. Lee's request for funds to assist with cost of specialized teaching certificate because it is not consistent with the Northwood PTA goals and mission statement.
- Fundraising Procedures/Lockbox:
 - reviewed proposed policy/procedure for money handling.
 - To maintain autonomy over funds and communication, a secured lockbox in school office was discussed. Agreed by all present to purchase a lockbox at a limit of \$200.00. Authorization will be obtained from Mrs. Helle for a secured lockbox to be placed in Northwood school office.
- Golden Acorn award presentation will be on May 20 at 4:00.
- Pastries with Parents scheduled Friday 5/8/15. Set up / duty distribution discussed.
- Book Fair – Monday 5/11/15 through Thursday 5/15/15. Event will not be held Friday due to conflict with Art Walk.
- 6th Grade Camp/Celebration – Money is available for camp/celebration.
- Final PSD partnership packet pick up needed. Kindra Stiff agreed to handle.
- Edgemont PTO asked if we would distribute their car wash flyer. It can be distributed via Peachjar per PTA process
- PTA survey – creating a survey was discussed. Katie Coats will create/distribute.
- Open Committees: List will be emailed to PTA membership asking for volunteers.

Next meeting TBD.