

Northwood PTA Board Meeting Minutes

September 17, 2015

The September Meeting of the Northwood PTA Board of Directors was called to order at 6:36 pm in the Northwood Elementary School Library. Adequate notice of this meeting was given via email and standing meeting schedule. Meeting attendance is documented on attached attendance sheet.

Minutes from the August 5th Meeting of the Board of Directors were submitted for review via email to all Board members. Minutes are accepted as written.

Financial Report:

- Treasurer's Report and Income and Expense Compared to Annual Budget for the Month of August was distributed via email to all Board members prior to the meeting.
- Balances: Checking \$13,363.48 Savings \$8,600.35

Committee Reports:

- 2014-2015 PTA Survey results were reviewed.
- Spirit Wear: Order forms distribution is 9/28/15 with orders due 10/13/15. Spirit Wear orders will be available again in March 2016.
- Santa Make N Take: Scheduled for 12/5/16. A custodial use form needs to be completed.
- Mascot: Knights options reviewed and discussed. Katie Coates will continue to look at options.
- Movie Knight: Scheduled for September 18, 2015. Volunteers needed for this event.
- General Membership PTA meeting is scheduled for 9/23/15. Childcare will be provided. We discussed requesting assistance from the 6th graders to provide the childcare.
- Fund Run: Scheduled for 10/2/15. Event details, promotion, prizes, and volunteer needs were discussed.
- Discussed quorum for general membership meetings to review conflicting information provided at PTA training event.
- Hospitality: Melanie Helle had asked if the PTA could cover the cost of a tray of appetizers at each of Bond Flash Calling events. The cost should be split with Mt. View PTA
- Fundraising/Treasure Chest: Deferred, chair not present
- Emergency Supplies: Melanie Helle suggested distribution on October 8th (staff inservice day), but no PTA Board members are available. Class room numbers will be confirmed with the principal, supplies will be purchased and be distributed on Friday Oct 2.
- Drink Pouch Recycling Program: Program and its income were discussed. Nicole Hancock will meet with the parent offering to chair this program and schedule kick off.
- Box Tops: Previous chair is nonresponsive. We need to determine how this program is managed and what needs to be done with it.
- Boutique: Nicole Hancock is still looking for a food truck to service this event.
- Yearbooks: Discussion of what to do with leftover 2014-2015 yearbooks.
- Items discovered during art docent room clean out: Stuffed Dogs – will be used at prizes for Treasure Chest and Fund Run. Older design Northwood Tees - will be made available to Northwood Staff and sold during Movie Knight.
- PSD Bond: Katie Coates will speak about the Bond at the Northwood General Membership Meeting. Northwood and Mt. View will hold 3 combined Flash Calling Events for 1 hour each at Ranchito Restaurant, Milton, Wa.
- School Wish List: Recess/Playground supplies and USA map stencil were discussed.
- Art Docent: Request for additional volunteers will be sent out.
- 6th grade celebration: PTA letter to 6th grade families regarding end of year celebration will be sent out immediately.

Meeting adjourned at 7:59 PM. Next Board meeting will be held on October 14, 2015.