

January 17, 2019

Meeting Start: 3:17 pm

December minutes were approved. Craig Drenga motioned and Amanda seconded. All approved.

In attendance: Aimee Magovern; President, Dana Pustinger; Vice President, Dawn Lemon; Treasurer, Amanda Leavenworth, Craig Drenga, Megan Smigel,

PRESIDENT'S REPORT:

- Thank you notes: Katherine Graham and her husband Matt sent a thank you note. Michael Flower sent a thank you card.
- Sunshine Fund: A card was sent to Michael Flower and also to Dawn Lemon. Dawn expressed her gratitude for all the love and support she was given last month.
- Holiday treats for staff in December: Katie picked up donuts from The Donut Shop in Great Barrington for the staff. Dana picked up coffee. We brought in some poinsettias and chocolates as well for the staff lounge.

TREASURER'S REPORT:

- Bank Account Balance: \$22,195 less classroom accounts of \$10,210, leaving \$10,984 in our account. The memberships for skiing have been deposited, but the ridge has not been paid yet. We also need to pay Butternut for tubing.
- Cash Calendar Progress: Last year we had 33 sponsors, this year we have 37, possibly 38, sponsors. We lost 4 sponsors. We got 7 new sponsors. With the letters asking for sponsors, Dawn sent a color copy of last year's calendar so they could see exactly how their donation was going to be used, rather than trying to explain it. 3 donors decreased their amounts this year and 4 increased their amounts. Last year's total in donations was \$4795, this year we're at \$5025. All but 3 payments have been received. Kathy is working on the calendar layout. Quick Print needs 3 to 4 days to do the printing. Aimee will send out a paper asking parents how many extra calendars they expect to sell. Last year we ordered 1600 calendars, and then another 400 were ordered. Printing for 2,000 costs \$530. Only around 1,500 were actually sold. This year we will order 1800 to start. We'll also need to pay for stamps and the pizza for pizza party. We'll also need the large white envelopes and small envelopes to send home with the calendars.
- Our software provider charged \$480 for the annual subscription. Dawn called and asked for a discount and they offered a 40% discount.
- Tubing: We have about 6 chaperones from the PTA going tubing. Dawn will reach out to Kendra for juice boxes and pick up the Oreos. We're waiting for waiver forms to come back. Tom is organizing the buses and we are paying for half of the bussing cost. Dawn will pick up the bracelets and drop off at the school.

OLD BUSINESS:

- Ski Program update: Everything seems to be going better this year compared to last year. More organized, more flexible, more instructors, and smaller groups.
- Scholastic Book Fair: We could do one in the spring, however it is very hard to find volunteers to staff it. The last one didn't do very well. Hard to staff and didn't sell very much. Some teacher's hadn't used their book credits by the time they were about to expire. Some parents feel as though their children just end up buying books that come with a plastic toy or gadget, rather than a book they would really like to read. We will skip it this year.

- Student Council Fundraiser: All set for January 29th at the Knox. Ms. Catullo is checking to see if the 10% will be applied to take-out orders as well. Dana McKenzie is going to generously match the 10% of dinner sales.

NEW BUSINESS:

- Valentine's Day Flower sale: Aimee is going to check in with Amy Maxton about her ideas on going forward with the flower fundraiser idea. A note will need to be sent home to inform parents.
- Read Across America (March 1): Megan and Sarah are planning a week of Dr. Seuss themed events. Megan wasn't at the meeting to talk about it.
- Screen Free Week: Will be scheduled in May. Swim at Berkshire South, Mr. Keller's hike, Bingo night. Maybe a kids cooking night, ice skating, Ms. Dolan's obstacle course/activities? We'll have some ideas set by the next meeting.
- Playground equipment update: no information on the progress of financial assistance for playground equipment as of yet. Aimee will take over the quest for financial assistance if Theresa and Mr. Nadolny don't have time to, starting with a follow-up email to Mr. Nadolny.
- March Madness request: (reading incentive) Last year's budget was \$250. Laurie spent \$259. Awards and supplies for putting on March Madness get a little more expensive each year. She's asking if we can raise the budget to \$300. A vote was taken: Craig motioned, all were in favor.

Next meeting: February 28, 2019 at 3:15.

Meeting adjourned: 4:10 pm. Aimee motioned, Dana seconded.