

October 2, 2019

Meeting Start: 3:15 pm

September minutes to be amended. Jennifer motioned and Dana seconded. All approved.

Treasurers Report amendment - PTA has about \$11k-\$12k in funds, but that was before expenses, the total we have after expenses already paid (i.e. the playground structure) we have about \$6,500 after classroom and teacher accounts

In attendance: Aimee Magovern; President, Dana Pustinger; Vice President, Jennifer Catolane; Treasurer, Linda Curtiss; Secretary, Meaghan Martin, Megan Smigel, Jennifer Hibbins Salzano, Dawn Odell Lemon, Jenna Bessey, Amy Maxton, Nanette Higgins, Jasmine Kaempfer, Craig Drenga, Lisa LaGrant

PRESIDENT'S REPORT:

- Sunshine Fund: We received a thank you note from Katherine Silk for our acknowledgement of her baby's birth. Cori Roberts sent a thank you card for the gift card and chocolates we gave him to welcome him to school.
- Ketchup and Silverware Update: Kendra has ordered a large pump ketchup dispenser for the students to use in the cafeteria. The silverware issue is a little more complicated: It needs to be lead free, so getting it secondhand is not an option because we wouldn't be able to guarantee it would be lead free. Also, with only 2 people in the kitchen, Kendra doesn't feel that they would have enough time to take on the washing and sorting of all the silverware. She suggested that the PTA might want to look into biodegradable plastic ware for them to use. The PTA doesn't feel that biodegradable silverware is a logical option. Many parents are still concerned about all the plastic waste and would like to approach the school committee to get their thoughts on the issue, as well as possible solutions.

VICE PRESIDENT'S REPORT:

- Quarter Auction: (Jenna Bessey) there are 12 vendors who have said yes and asked for applications: some of which are Pure Romance, Vineyard Wines, Tastefully Simple, Pampered Chef, Norwex, and Perfect Posh. The vendor fee will be \$25 plus a donation of 2 items for the auction. Do we have enough tables for all the vendors and enough chairs for people to sit? Auction items can be set up on the stage to be displayed. Jenna will see if vendors can bring their own table. Aimee can check with Jeff on how many tables we have. Jen Catolane has a few she could lend. We have quite a few donations for the auction as well: Scott Catolane donated a tool bucket; one free session from Berkshire Paint and Sip; \$50 gift certificate from the Knox; Riiska Orchard donated a syrup and jelly basket; a winter survival basket from Perry and Son; Applebee's gift card; Launch tickets (trampoline park); a ½ hour scenic flight for 3. Nanette suggested each class make a basket to auction off. We will also sell 50/50 raffle tickets. Dawn volunteered to sell the tickets.
- Dine Out Fundraiser at The Knox: Dana is organizing 2 separate dine outs. The one at The Knox will be "dine-in" only this time. It will be on a Tuesday in January, but the dining room will be open as well as the bar this time. The Grouse House would like to do it on a Wednesday or Thursday. They're not sure which month yet but probably after ski season is over. Both fundraisers' proceeds will go to the classrooms. Aimee asked if we should do a take home fundraiser as well this fall, such as the chocolates idea Jen Salzano had shared but Meaghan said the 6th grade is doing the Krispy Kreme fundraiser at the end of October so it might be too much if we do another one as well. The wreath making and selling idea that we talked about last month was brought up again and Dana informed us that Disney has a volunteer reward program in which they give away tickets. We would have to plan a volunteer event of 2 hours or

more in which parents can volunteer with their children. If we get 15 volunteers, they give 5 tickets; 35 volunteers earns 10 tickets, and 75 earns 20.

TREASURER'S REPORT:

- Finances: We have received \$145 for memberships (29 members so far) and a \$72 refund from APLOS for the accounting program we are not using anymore. Aimee will send out reminder emails with attached membership forms to help us get to the 50 member minimum.
- We will give a check to the school at the end of the year for paper and ink supplies for using the copier.
- Karen and Jen Catolane will be taking care of Box Tops. Jen will send out copies of a form with the instructions on the new scanning system, as well as collection sheets. However, the company will take them in a bag or envelope with the amount written on the outside as well.

OLD BUSINESS:

- Teacher Wish List Update: Some of the links are not working. Aimee and Phil are working on getting all the links working. Meghan will also try to make sure all the teachers' lists are updated.

NEW BUSINESS:

- Staff Dinner Nov. 7th: The staff would prefer a light dinner as opposed to heavy pasta type dishes. We could have it catered or do crock pots of soup with salad and bread. A taco bar with toppings is another option. We can send out a signup genius to ask for help with providing food.
- School field trips-chaperone's Identigo finger printing: The PTA will reimburse parents who do the fingerprinting in order to chaperone trips.
- Holiday Shop: Jennifer Catolane is organizing it but she needs help with set up, break down and staffing during shop hours, as well as shopping for items to fill the shop. She passed out a sign-up sheet and will send out a sign-up genius as it gets closer. We also need help with watching the children while parents are helping with set up and break down.
- Shopwithscript.com (gift card fundraiser): We need someone to take on the coordination of the purchase and delivery of gift cards. Jen Catolane will finish setting up the program.
- Cash Calendar: Jen Salzano will do the layout. Dawn is working on getting the letters ready to send out to new and past sponsors. She printed out a copy of each for the officers to proofread before they are sent out.
- Grant for an Author Visit: We would like to have an author visit the school in the early part of next year. Dana will send Linda the information on where to begin and Linda will work on submitting a grant to Otis and Sandisfield.

Next meeting: Wednesday, November 6, 2019 at 3:15pm

Meeting adjourned: 4:35 pm. Craig motioned, Aimee seconded.