

Matoaka Elementary PTA General Membership Meeting

Wednesday, January 18, 2017

Attendees: Karen Talley, Becca Bruhl, Robin Williams, Katherine Klarenbach, Julie Holstrom, Stephanie Trogdon, Ally Younica, Rachel Smethurst, Alisa Smith, Tricia Royle, Katie Winckler, Rebekah Wester, Sandy VanLeliveld, Michelle Alexander, Robin Bennett, Jamie Ibrahim, Karen Quinlan, Destiney Harris

- I. Call to Order – 7:02 pm by Karen Talley
- II. Quorum/Sign-in/Welcome – Karen Talley
- III. President’s Report – Karen Talley
 - a. Thank you to Karen Quinlan and Veteran’s Day Committee, Dana Hess for efforts during Healthy Lifestyles Week, Book Fair volunteers, Robin Williams for coordinating William and Mary basketball game events
 - b. January 30th is PTA Advocacy Meeting at General Assembly in Richmond
 - c. July 13-15, 2017 will be dates for PTA conference
 - d. Mrs. Henderson needs help for Art Appreciation Month
 - e. PeachJar flyers will now include PTA logo
 - f. Please send website updates to Tryna and Newsletter submissions to Becca
- IV. Vice President Programs Report – Ally Younica
 - a. Thanks to Robin for coordinating Family Fun Nights!
 - b. Garden will soon have a new greenhouse
 - c. Healthy Lifestyles Week went well and the Birthday Book Club was featured in the VA Gazette
 - d. Membership has gained 42 new members for a total of 412
 - e. Thank you to Elisa for work on the Student Directory
 - f. Veteran’s Day event was a success. Thanks to all of the volunteers!
 - g. 225 lbs. of candy were collected for Treats for Troops!
- V. Vice President Fundraising Report – Katherine Klarenbach
 - a. Spirit Night at Menchies in November raised \$70, Williams Sonoma night raised \$7, Moe’s night is coming up and will include a competition with Clare Byrd Baker. Thanks to Lindsey for coordinating these events!
 - b. Please plan to help with Carnival on March 25th! The theme is “Birthday Beach Bash” and we still need help on committees and the day of the event.
 - c. Thank you for supporting the shopping Programs which include Harris Teeter, Food Lion and Amazon Smile
- VI. Treasurer’s Report – Stephanie Trogdon
 - a. Report is attached
 - b. Screenagers movie may be funded with \$180 from Cultural Arts budget and \$370 from Walkathon excess
 - c. Discussion around possibility of showing a screening of the Screenagers movie in the Jamestown High School auditorium in order to have more seats.
 - d. Motion by Stephanie Trogdon to move \$370 from Walkathon to a new line item for Screenagers. Second by Ally Younica
 - e. Motion amended by Stephanie Trogdon to move \$370 from Walkathon to Miscellaneous Programs to potentially be used for screenagers movie showing. Second by Karen Quinlan. All in attendance were in favor.
- VII. Secretary’s Report – Julie Holstrom
 - a. October minutes were approved as presented
- VIII. Principal’s Report – Sandy VanLeliveld
 - a. Three teachers received grants (Holloway, Poulter, Little)
 - b. Sent reminders to teachers to turn in receipts for \$50 reimbursement

- c. Matoaka 10-year celebration ideas were discussed including cake, picture of students in the form of 10 or MES, time capsule, bench, sundial, and/or outdoor classroom
- IX. Committee Reports
- a. Box Tops (Alisa Smith)
 - 1. Numbers are in line with last year funds received
 - 2. February 15th will be the next deadline
 - b. Family Fun Nights (Robin Williams)
 - 1. William and Mary basketball games upcoming on 1/29 vs. JMU, 2/11 200th year celebration, 2/17 vs. Charleston and chorus will be singing
 - 2. William and Mary Baseball game opener date is to be determined
 - c. Helping Hands (Mrs. Harris)
 - 1. 70 families were helped with Thanksgiving meals and Christmas gifts
 - d. Reflections (Tricia Royle)
 - 1. 27 submissions, 5 representatives to WJCC, 1 to peninsula level
 - 2. February 2nd is Matoaka reception for students
 - 3. "Within Reach" will be the theme for next year
 - e. School Directory (Alisa Smith)
 - 1. Update will be coming soon
 - f. Veteran's Day (Karen Quinlan)
 - 1. Thanks to everyone who helped!
 - g. Yearbook (Karen Talley)
 - 1. Cover contest ends 1/31
 - 2. Order form will go home early March
 - 3. Cost is same as last year (\$22 and \$25 for soft and hardcover)
 - 4. Please help by uploading pictures. Lisa will have to have all pages completed by mid-April
 - h. Bylaws Committee (Jamie Ibrahim)
 - 1. Proposed changes have been emailed to Executive Committee to make notes and/or comments. They will be sent to the full board in February.
 - 2. They will then be emailed out to the general membership
 - 3. There will be 30 days to review and then approve the changes which are due by June
- X. New Business (Karen Talley)
- 1. Nominating Committee for next year's board will include Robin Bennett and Andy Jacobs. Need at least 3 people on this committee to find executive board (President, 2 VPs, Treasurer, Secretary).
- XI. Unfinished Business - None
- XII. Next Meeting Date: Wednesday, February 15th
- XIII. Adjourn – 8:18 pm by Karen Talley

Matoaka Elementary School PTA Treasurer's Report DECEMBER 1-31, 2016

BALANCE as of 11/30/16		\$18,480.97	
	Monthly YTD	Budget	Annual YTD
Enrichment Contributions	42.00	700.00	464.00
Merchandise	0.00	2,500.00	2,424.34
Other Fundraising Income	0.00	0.00	0.00
Restaurant Spirit Nights	69.82	800.00	608.55
Shopping Programs	150.00	200.00	214.23
Spring Festival	0.00	6,000.00	0.00
Walk-a-Thon Donations	0.00	16,000.00	17,022.74
Total Fundraising Income	261.82	26,200.00	20,753.86
			-5,466.14
OTHER INCOME			
Interest Income	0.16	1.40	0.75
Membership - Local Dues	61.00	642.50	590.25
Programs (Pass Throughs) Income	0.00	0.00	0.00
Yearbook	0.00	932.00	932.60
Total Other Income	61.16	1,575.90	1,624.85
			48.95
TOTAL INCOME	322.98	27,775.90	22,378.71
			-5,417.19
ADMINISTRATIVE EXPENSES			
Bank Charge	0.00	150.00	0.00
Insurance	0.00	343.00	343.00
PTA Council Dues	0.00	75.00	75.00
PTA Summer Training	0.00	700.00	420.40
New Year Start up Expenses	0.00	2,000.00	0.00
Supplies/Admin Expenses	0.00	200.00	45.53
Total Administrative Exp	0.00	3,468.00	883.93
			2,584.07
FUNDRAISING COMMITTEE EXPENSES			
Box Tops	0.00	150.00	0.00
Enrichment/Membership Expenses	0.00	600.00	0.00
Merchandise	0.00	2,000.00	1,453.60
Shopping Programs	0.00	25.00	0.00
Spring Festival	0.00	5,500.00	0.00
Walk-A-Thon	0.00	2,000.00	409.19
Total Fundraising Committee Exp	0.00	10,275.00	1,862.79
			8,412.21
PROGRAM COMMITTEE EXPENSES			
5th Grade Promotion	0.00	300.00	0.00
Advocacy	0.00	50.00	0.00
Author In Residence	0.00	1,500.00	0.00
Boo Hoo Yahoo/New Family Breakfast	0.00	150.00	113.99
Computer Programs	0.00	4,500.00	4,050.00
Cultural Arts	0.00	3,500.00	1,503.50
Family Fun Nights	0.00	200.00	150.19
Field Day	0.00	50.00	0.00
Garden	0.00	1,350.00	0.00
Healthy Lifestyles	223.50	650.00	223.50
Hospitality	0.00	1,750.00	453.55
Matoaka Dads	0.00	1,300.00	830.55
Misc. Programs (Ice Cream Social)	0.00	150.00	123.13
Recycling Bins/Programs	0.00	100.00	0.00
Reflections	0.00	250.00	0.00
School Gift	230.49	5,360.41	3,640.34
School Musicals	0.00	600.00	117.56
Student Competitions	0.00	75.00	0.00
Teacher Appreciation Week	0.00	500.00	0.00
Veterans Day	0.00	550.00	0.00
Wedge	0.00	1,275.00	371.32
Total Program Committee Exp	453.99	24,160.41	11,559.43
			12,600.98
OTHER EXPENSES			
Publicity	0.00	50.00	0.00
School Directory	0.00	50.00	0.00
Yearbook	0.00	50.00	0.00
Total Other Exp	0.00	150.00	0.00
			150.00
TOTAL EXPENSES	453.99	38,053.41	14,306.15
			23,747.26
NET INCOME	(131.01)		
ENDING BALANCE as of 12/31/2016	\$18,349.96		

OFF BUDGET ITEMS - State & National Dues Received/Paid 1,563.75 1357.5