

# Matoaka Elementary PTA General Membership Meeting

**Wednesday, October 19, 2016**

Attendees: Karen Talley, Stacey Long, Tricia Royle, John Johnson, Rachel Smethurst, David Chapman, Monica Chapman, Katherine Klarenbach, Julie Holstrom, Stephanie Trogdon, Alisa Smith, Seema Patel, Robin Williams, Jamie Ibrahim, Heather Congrove, Michelle Alexander, Robin Bennett, Lindsay Ward, Dana Hess, Sandy VanLeliveld, Nathan Dean, Lisa Iannuzzelli

- I. Call to Order – 7:00 pm by Karen Talley
- II. Quorum/Sign-in/Welcome – Karen Talley
- III. President's Report – Karen Talley
  - a. Monica and Dave Chapman (Papa Murphy's Spirit Week) presented a check for \$538.73
  - b. National PTA school of excellence again this year
  - c. Thank you notes from teachers were read thanking the PTA for the back to school luncheon
  - d. PeachJar emails have begun being sent out. Karen will help with uploading if needed. Also, please send updates to Tryna for the website and to Becca for the Birdseye newsletter.
- IV. Vice President Fundraising Report – Katherine Klarenbach
  - a. Walk-a-thon was a huge success! Thanks for Robin and Michelle!
  - b. Papa Murphy's Fundraiser – Thank you to Lindsey!
  - c. Denise Clymer is now shopping programs chair
  - d. Carnival – Chair will be Amy Davies and looking for co-chair. We need more helpers and are looking at a date of March 25<sup>th</sup>.
- V. Vice President Programs Report – Karen Talley
  - a. Cultural Arts – Be Fit program scheduled for November 3<sup>rd</sup>
  - b. Hospitality – Muffins and cider were set up as a treat for teachers last week
  - c. Membership – 357 members and yearly goal is 475. Membership drive coming in November.
- VI. Treasurer's Report – Stephanie Trogdon
  - a. Report is attached
  - b. \$50 reimbursement to teachers has been well received.
- VII. Secretary's Report – Julie Holstrom
  - a. September minutes were approved as presented
- VIII. Principal's Report – Sandy VanLeliveld
  - a. We are looking forward to upcoming Dad's breakfast
  - b. PeachJar flyers are getting good feedback
  - c. Halloween Parade will be 10/31 at 2:00 pm
  - d. Parent conferences coming up in November
  - e. 4<sup>th</sup> grade kayaking field trip fell through and working on solutions
- IX. Committee Reports
  - a. Veteran's Day (Karen Quinlan)
    1. Sign-up genius has been sent out
    2. KG and 1<sup>st</sup> grade will attend dress rehearsal so that there is more room for adults at the program
    3. Please RSVP
    4. Photo Booth was suggested to be brought back from last year
  - b. Box Tops (Alisa Smith)
    1. Class winner was Mrs. Walls class with a trophy and \$25 gift card won
    2. Michael Bennett was individual winner and won 5 W&M basketball tickets
    3. Remember to label the bags with student and teacher name to get credit
  - c. Matoaka Dads (John Johnson)
    1. Donuts with Dad – need 20 volunteers from 7:30 – 9:10, expecting 190 dads and 247 kids. Will serve donuts, fruit, yogurt

2. Fire and a Flick will be May 20<sup>th</sup>
- d. Spirit Nights (Lindsay Ward)
  1. November WhichWich and Menchies combination night
  2. Sweet Frog wants to have a spirit night soon
- e. Walk-a-thon (Michelle Alexander and Robin Bennett)
  1. Raised \$16,913.74!
  2. Sponsorships helped with total amount raised
  3. 3<sup>rd</sup> grade was the top grade level winner with \$3400 raised
  4. Top classes were Mrs. Heath's with \$1300 and Mrs. Miller's with \$900
  5. Prizes included ice cream parties, pizza parties, donut parties, Laser Tag party, Christmas Town passes, GoAPE passes
- f. Family Fun Nights (Robin Williams)
  - a. Foxwire Farms in Toano – 3 different dates with 2 times each with 102 total participants
  - b. Saturday, 10/29 at 3:30 pm – William and Mary Football game. Students get in free wearing their Matoaka t-shirts and siblings' and parents' tickets are \$10
  - c. 11/4 at 6:30 is Zumba/Yoga night at Matoaka
  - d. 12/18 at 2 pm – William and Mary Basketball game. Students get in free and parents and siblings can purchase tickets for \$3.
  - e. January 7<sup>th</sup> – William and Mary Basketball game
  - f. Spring – CrossFit demo day, Wiffle ball game
- g. Garden (Heather Congrove)
  1. 2 workdays were held to clean up garden
  2. Lettuce was planted and some will be used for tasting during Healthy Lifestyle Week
  3. Tulip planting and tracking along with other students worldwide
  4. Garden Club is helping out in the garden and the kids have loved it!
  5. \$400 was donated by the Governor's Land Garden Club
- h. Healthy Lifestyles Week (Dana Hess)
  1. Kelrae Farms will bring food for student tastings
  2. Chris Long from Second Street will be doing chef demos
  3. Be Fit show is scheduled
  4. Family Fun night with Zumba and Yoga will finish the week
  5. Birthday Book Club is available for families that would like to participate
- i. Reflections (Tricia Royle)
  1. October 24<sup>th</sup> deadline
  2. 6 projects have already been submitted
  3. Mrs. Henderson is helping to promote this
  4. WJCC recognition ceremony will be held on November 19<sup>th</sup>
- j. School Directory (Alisa Smith)
  1. Mostly complete and working now to finish up sponsor information
- X. Communication Reports
  - a. PTAC Rep (Jamie Heisler Ibrahim)
    1. Information sharing resource
    2. Proposed making "Screenagers" a WJCC wide event for January or February
    3. January 30<sup>th</sup> – PTA day at General Assembly in Richmond
    4. Option of sharing spirit night flyers with other schools to increase attendance
- XI. New Business – Nothing to report
- XII. Unfinished Business
  - a. Bylaws Committee – Bylaws need to be updated by June 2017. Jaime Ibrahim, Amanda Gada and possibly Nicole Krug to work on this
- XIII. Next Meeting Date: Wednesday, November 16<sup>th</sup> (Board meeting)
- XIV. Adjourn – 8:17 pm by Karen Talley

Matoaka Elementary School PTA Treasurer's Report SEPTEMBER 1-30, 2016

	Proposed				
	Monthly YTD	Budget Annual YTD	Variance	PROGRAM COMMITTEE EXPENSES	Monthly YTD
<b>BALANCE as of 8/31/16</b>	\$10,018.70				
Enrichment Contributions	308.00	700.00	-348.00	5th Grade Promotion	0.00
Merchandise	1,763.00	2,500.00	-737.00	Advocacy	0.00
Other Fundraising Income	0.00	0.00	0.00	Author In Residence	0.00
Restaurant Spirit Nights	0.00	800.00	-800.00	Boo Hoo Yahoo/New Family Breakfast	113.99
Shopping Programs	0.00	200.00	-170.69	Computer Programs	2,700.00
Spring Festival	0.00	6,000.00	-6,000.00	Cultural Arts	0.00
Walk-a-Thon Donations	500.00	16,000.00	-15,500.00	Family Fun Nights	0.00
<b>Total Fundraising Income</b>	<b>2,571.00</b>	<b>26,200.00</b>	<b>-23,555.69</b>	Field Day	0.00
				Garden	0.00
<b>OTHER INCOME</b>				Healthy Lifestyles	0.00
Interest Income	0.10	1.40	0.29	Hospitality	0.00
Membership - Local Dues	469.00	642.50	-16.50	Matoaka Dads	375.53
Programs (Pass Throughs) Income	0.00	0.00	0.00	Misc Programs (Ire Cream Social)	0.00
Yearbook	0.00	932.00	-932.60	Recycling Bins/Programs	123.13
<b>Total Other Income</b>	<b>469.10</b>	<b>1,575.90</b>	<b>-79.01</b>	Reflections	0.00
				School Gift	2,747.99
<b>TOTAL INCOME</b>	<b>3,040.10</b>	<b>27,775.90</b>	<b>-23,634.70</b>	School Musicals	0.00
				Student Competitions	0.00
<b>ADMINISTRATIVE EXPENSES</b>				Teacher Appreciation Week	0.00
Bank Charge	0.00	150.00	0.00	Veterans Day	0.00
Insurance	0.00	343.00	0.00	Wedge	0.00
PTA Council Dues	75.00	75.00	0.00	<b>Total Program Committee Exp</b>	<b>6,060.64</b>
PTA Summer Training	420.40	700.00	-279.60		<b>24,160.41</b>
New Year Start up Expenses	0.00	2,000.00	-2,000.00	<b>OTHER EXPENSES</b>	
Supplies/Admin Expenses	40.83	200.00	-159.17	Publicity	0.00
<b>Total Administrative Exp</b>	<b>536.23</b>	<b>3,468.00</b>	<b>2,588.77</b>	School Directory	0.00
				Yearbook	0.00
<b>FUNDRAISING COMMITTEE EXPENSES</b>				<b>Total Other Exp</b>	<b>0.00</b>
Box Tops	0.00	150.00	0.00		<b>150.00</b>
Enrichment/Membership Expenses	0.00	600.00	0.00	<b>TOTAL EXPENSES</b>	<b>6,636.53</b>
Merchandise	39.66	2,000.00	389.66		<b>38,053.41</b>
Shopping Programs	0.00	25.00	25.00	<b>NET INCOME</b>	<b>(3,596.43)</b>
Spring Festival	0.00	5,500.00	0.00		
Walk-A-Thon	0.00	2,000.00	0.00	<b>ENDING BALANCE as of 9/30/2016</b>	<b>\$6,422.27</b>
<b>Total Fundraising Committee Exp</b>	<b>39.66</b>	<b>10,275.00</b>	<b>389.66</b>		
				<b>OFF BUDGET ITEMS - State &amp; National Dues Received/Paid</b>	<b>1,110.00</b>
					<b>990</b>