

## Executive Board Meeting

March 1 – 6:00pm

### Minutes

**Call to Order/Welcome** – Dionne Mitchell opened us up at 6:10pm.

**Attendance:** Dionne Mitchell, Kata Kane, Emily Herstein, Sara Michael Darlington, Bethany Jacobs, Keisha Samuel, Drew Moore, Tavian Cardwell, Paul Tyng, Alissa Murphy, Tanisha Sheppard, Kristin Glass, Charlie Hubbard

### Officers & Board Reports

#### 1. President -

- a. President must submit 4 articles for the MWIA newsletter each quarter. Final submission sent in.
- b. Ms Thomas Davis sent PTO a nice note about funds to support her program

#### 2. President Elect -

- a. New website review and also reminder to follow up on social media

#### 3. Treasurer -

- a. Budget compared to targets
  - i. FY starts in July, this is an overview of where we are July until today
  - ii. Highlights - a lot of income or expenses happen at beginning or end of the year, so might look like we haven't spent the money but we will
  - iii. Dine Outs- raised just under \$400, compared to budget of \$2,500 - we didn't have a formal dine out committee so folks have been working on getting stuff going, it's been a tough year of dine outs
  - iv. Donations - separate from events - 400 vs goal of 2500. USally get more in spring around Taste
  - v. Dues are on budget, roughly
  - vi. Holiday sales - greens and pumpkin patch - 7782 vs goal of 8K.
  - vii. MWIA give us a grant most years, we have not met with them yet but we can go to their March meeting to talk about what we want the grant for
  - viii. Other fundraisers 2596 -
  - ix. Phone a thon - goal was 10K but will have 11,100 and will end up at 12,100
  - x. Taste - hasn't happened
- b. Expenses
  - i. Admin requests - budget is 1500, have spent 600
  - ii. BHM - budget is 1000 vs 868
  - iii. Buses expenses are very low but will go faster
  - iv. Holiday sales expense s- spent 4200 vs budget of 4K

- v. Instructional learning - each teacher gets \$100
- vi. Insurance and registration with the state of Maryland
- vii. Music - budget 1500 vs 240 – note - we tend to budget way more than we spend on these and often don't need to dip into the reserve, also note that more things tend to happen at the end of the year with sports, field trips, etc also the school has supported a lot of things that they haven't historically spent money on, if we don't spend it it's ok because next year will be different
- viii. Website - paid for two sites this year but that's ok , we won't have the second provider next year
- ix. Supplies and comm - over on that, we pay for Bloomx which is \$400 /month, plus zoom, etc - next year we will want to consider making this higher
- c. Balances are 2K more now than at start of the year which is good

#### **4. At Large Members**

- a. Tavian Cardwell - Spring Beauty time - also raises money for Raise Craze

#### **5. Administration**

- a. Ms Sheppard - not much to report here. Last time we talked about March 30 event for celebration of learning. 3rd grade teachers asked for poster boards. Today, students in middle and high school received their choice for the future. Progress reports coming out in the next week or so. And next Wed is a half day and it's parent-teacher conference

### **Committee Reports**

**1. Bylaws** - Proposed changes were sent out 1 month ago – for the most part, we updated language including the word “caregiver” throughout. Toja worked very hard on this last year; One big thing was having a central place for minutes and financial reports.

- Drew made motion to vote, Emily seconded; Unanimous decision to pass changes.

#### **2. Dine Outs -**

**3. Taste** - Charlie: Save the date, May 5 - A Night Under the Stars, coming together nicely. We have teachers auction, and they are starting to work on that. Seems to be moving at a good pace at this point

Meeting next Tuesday at 4:30 in Upper Building library.

Working on finding a platform for the auction. Rich Newberger sent us an app that he recommended we pursue. People did not like Handbid last year, so we just need to make a decision there.

Will use the same level of sponsorships that we used last year.

**4. Elections** - Kata: if you know people who might be interested in joining, spread the word.

Can put some information on Bloomz to get people interested and involved.

Elections are usually in May.

**5. Fundraising** - Ms. Sam: Raise Craze kick off event was successful last night. But we need to get people signed up. We have about 74 students signed up. So far raised a little over \$5K. Kudos to Jocelyn for taking this on, it's a new program.

There was a concern about middle school enrollment, it's harder to move them and get them excited, so trying to come up with ideas to get moving on it. We could consider some incentives for them. Need to think about how we can promote it more.

#### Announcements and Updates

1. No board meeting next week, but Taste meeting

**Meeting Adjourned at 6:56 pm**