

Placer PTC Board Meeting
12:00 in the PTC Room
April 13, 2010
Agenda

Meeting was called to order at 12:23pm

Members present: Sarah Hudgins, Judy Blazona, Marianne Beavers,
Jim Lamantia, Sonia Bergin, Loren Froomin, Carolyn Cowles
And Ellie Lagerquist.

Officer Reports:

President – Sonia Bergin

- **Butter Braid**-fundraising opportunity. Frozen dough sales. \$5 profit per unit. Fundraisers are set for next year. Unable to accommodate this year or next year, however we will offer to a club/organization e.g. 6th grade, 8th grade, drama, etc.
- **Auction Wrap Up, Next Year's Plans**-Discussion of expenses/income. American Express was expensive to process payments. \$16700 approximate net from the auction. Monies not yet deposited are not in this total. Discussion of offering PayPal as a payment option for online purchases. Minimal fees. Auction is booked for next year on March 26, 2011. Discussion of date, change of venue. Survey had 28 replies. Popcorn was a great success! Missing paddles...some damaged, some thrown away. Thank you notes for donations will be out by the end of the May.
- **Fundraising Policy and Fundraiser Request Form/Field Trip Form**-need a form created for Fundraising Request. Must be completed by all who request to have on record and in accordance with our written policy. Should have who, what, dates, etc and needs to be signed off by PTC and Carolyn. Will be done through email to complete before our last board meeting in May. Field Trip Form will also be completed for the next meeting. Print these forms on NCR paper? probably not necessary because if we just copy the form we can have it on the website. Ways and Means would maintain the PTC copy. Forms would be submitted to the Principal who would bring to the board meeting. If it needs approval prior to the next board meeting, Ways and Means will need to sign. Ways and Means will communicate by email to approve. Follow up with an email to staff with policy and forms. Need to contact others than staff, for example, Lori Wolfley for Drama.
- **Jog-A-Thon Date**-May 19th. Robin Jensen will chair again next year.
- **Movie Afternoon**-May 12th. Will be in the gym unless the cafeteria is complete. K-2 performance is the next day, set up will happen after 2pm when the event is over. Little Caesars will do large pizzas for \$5. Science camp sold candy and was successful at the last movie day. Open it up to someone to sell. \$5 admission covers, pizza, drink, popcorn and cotton candy.

- **Board Positions and Committee Chairs**-Two commitments to the Harvest Festival. Lynn Tucker and Shelly Fox. Possibility to hire Del Oro teens to staff the booths other than the parents. Needed chair positions: Book Hospitality- there is someone who has expressed interest. Posters will be on bulletin board for sign up.
- **Cafeteria Project**-Samantha Walsh needs clarification of the color of red to be used and font of the logo. Shad should have the paint chip. When will things in cafeteria be moved? Need to clean up the work room for PTC to move some things from the cafeteria. Art Docent should assist to know what to keep and what to purge. Sonia will talk to Susan and send emails with several dates.
- **Thank you card** to Shirley for printing the auction guide, Card for Anita-injured in a car accident, hoping to return next week. Send card, flowers, cookie bouquet or edible arrangement.
- **Treasurer Duties**-Move Special Funds account from Bank of the West to Bank of America. Are two positions necessary? In the past, checks were handwritten. End of fiscal year, change over the two accounts and merge the board positions. July 1 is the beginning of the fiscal year. Does general membership vote or just board approval? By laws state the position is split but only one vote remains for treasurer. Sonia makes motion to consolidate Special Funds into our General Account as of July 1. Leaves the board with 8 votes. Shad Derifield suggested we have a fundraising person to liaison with the community.
- **New Secretary** – Cori Mitsch committed.
- **Lori Wolfley**, Drama microphone request-Need to raise a minimum of \$5000 to replace microphone with “low end” microphones. Missed the window for the budget process for this request. Sell tickets? In the past they made more money with donations than a set ticket price for shows. Suggest purchase now, ask for deferred billing. Options are to decrease the stipend and an allocation of money will be given with the remainder needed to be fundraised.
- **PTO of the Year**-article nomination to be written by Mrs. Cowles
- **Officer Transition Survival Kit**-offered by PTO.
- **Teacher Appreciation**
- **Vote on Possible New PTC Letterhead**, samples will be provided. Voted and approved.
- **Open discussion on pending issues**

Vice President – Yvonne Miller

2nd Vice President – Carolyn Cowles

- \$23 to save PE

Treasurer – Judy Blazona

- Budget Committee Update, Meeting dates for BOD
- Flower Farm Invoices
- Auction Financials

Assistant Treasurer – Sarah Hudgins

Secretary Treasurer – Loren Froomin-General Accounts Deposits for the month of March-\$38082.65; Special Accounts Deposits for the month of March-\$1527.00 for deposits totaling: \$39,609.65.

Ways & Means – Jim Lamantia (numbers unavailable)

Teacher Liaison – Ellie Lagerquist

Recording Secretary – Marianne Beavers

- Review and Approve March Meeting Minutes