



**Roosevelt Elementary PTA  
September 10, 2019**

**Call to Order - Introductions of new Board members**

- Meeting called to order by Mike Moylan at 6:38pm in the multipurpose room.

**Principal's Report**

- Construction completion is anticipated for the end of October. Mr. Supa emphasized the new security measures in place by both the new security doors, and also the protocol that staff must follow to ensure student safety.

**Review/Approve Last Months Meeting Minutes**

- **Vote:** Motion made by Shayne Broadwell; Motion seconded by Jenny Hack. Vote approved without opposition.

**Old Business**

- Treasurers Update - 2018 wrap-up. Brief Summary of PTA budget from 2018. Audit still needed for last year. Will be completed by November 1st.
- Bylaws - Updated bylaws will be posted on PTA website. Vote for bylaw approval at the October 8th meeting. Must be live vote. **Vote:** Motion to move October 8th meeting from 8:30p on FB live to 6:30p in multipurpose room. Motion made by Liz McCabe; seconded by Jenny Hack. Vote approved without opposition.
- Classroom requests - Possible purchase of school cricut. Will review at a later date. Mrs. Paar: Opera for the Young, has been added to Budget Section 2, line 17.

**New Business**

- End of Construction event - still working on what it would cost and what will it be. PTA Board open to any ideas.
- PTA Board proposes "Coffee morning tables" to increase awareness of the PTA and welcome families to a new school year. Any cost of coffee and supplies is allocated under "PTA Council Events", Budget Section 3, line 7.
- **Fun Run** Oct. 4 (Julie Guckenbug, Stephanie Hicks, Lindsey Atkinson) In need of many volunteers. Last years goal was \$15,000. Goal was exceeded and total funds brought in were \$18,000. Based on rising supply costs (shirts and prizes) and proposal that each child gets a participation prize, Fun Run Chairs propose an increase in expenses from \$4500 to \$6000. Board offered Budget Expense increase to \$5500 with a Budget Income of \$16000. Motion to approve: see budget section below.

- Open Chair Positions:
  - Spirit wear - Volunteered by [Mikaela Kinosian](#)
  - Boxtops - still needed
- Book Fair Oct 24-29 (Lora Wilson) - concern over book fair being affected by ongoing construction. Looking into the possibility of doing an online book fair. Lora will meet with rep and report back at next months meeting. There is currently \$3600 in Scholastic account. Proposing \$5 scholastic bucks for each child. Vote for approval at the next meeting.
- Room Parent Coordinator (Jen Whitton) - proposes the PTA take over funding part-time staff appreciation gifts. Board plans to move \$250 from carryover and 4250 from reallocation account to Budget Section 4, new line titled “Part-Time Staff Appreciation Meals and Gifts”. Motion to approve: see budget section below.

### **Budget Review – Sarah Plamann**

- New Budget line in Section 2 “Canceled Events Reallocation”. To be used for an end of construction celebration and/or wish list for teachers classrooms. This will not get moved until PTA decides on where it will go. Mr. Supa will reach out to teachers about a wish list. Or would they rather have a flat amount given to each classroom?
- Vote: Motion to approve budget. Motion made by Shayne Broadwell; Motion seconded by Mikaela Kinosian. Vote approved without opposition.

### **7:35 - Adjourn Meeting**

**Next Meeting: Tuesday, October 8th at 6:30 pm in the Multipurpose room**

Attendees:

**Board:** Mike Moylan, Heidi Bach, Jenny Hack, Sarah Plamann, Claire Cramton

Mark Supa, Abbra Best, Katie Ost, Liz Foley, Kate Spoltman, Mikaela Kinosian, Lora Wilson, Julie Guckenberger, Shayne Broadwell, Maureen O’Meara-Rowen, Liz Woo McCabe, Tricia Brunmeier, Jen Whitton