



# Summit View Academy PTSA



## December 3rd, 2020 Board Meeting Minutes

### **Call to Order**

**Jill**

- 7:18pm In attendance Jill, Amy, Elizabeth, Catrina, and Jan

### **Treasurer Report**

**Jan (for Stephanie)**

- See attached treasurer report in the drive
- Taxes were completed, but there was an error. Revision has been made, signed, and sent

### **Membership**

**Amy**

- 227 current members
- Teacher membership drive went okay, but the staff still really enjoyed the raffle baskets. Also raffled off 13 staff memberships (raised from Drive-in movie)

### **Ways & Means Report**

- Start talks with Foertmeyer about Spring Sale

### **-Cici's Pizza Kits**

- Coordinator - Kim or Amy? We need step by step task list (delivery to school, storage, coordinate pickups, etc)

### **Spirit Wear**

**Elizabeth**

- Cleaning house & sold 34 items from our stock
- Will update and do one more push before Christmas
- Will do a Spring Wear and is open to using a different vendor based on suggestions

### **Programs**

#### **-virtual activity / message from Santa**

- Jan will write a message for Santa to record (reach out to school for best night to post)
- No virtual activity because school is doing the 12 nights of literacy

#### **-Santa Shop**

**Elizabeth**

- Deadline extended through the weekend
- Mrs. Smith sent out in a s'more today and post will go on our FB tomorrow
- 39 orders so far
- Should know a delivery date on Monday

#### **-Birthday Bags**

**Jerann**

- Table it for the year
- Find a future coordinator (Katie Ockerman? Volunteered by Catrina)

### **Volunteers**

**Amy**

- Can we get a group of volunteers to hang snowflakes? Elizabeth offered to be a coordinator to direct the bus drivers/custodians the day they do it if Jerann cannot
- Elizabeth will do a sign up genius for volunteers

### **Donation Requests**

**Kim**

- No longer need bags donated for Santa Shop

### **Communications**

**Amy**

- Please communicate with the communications coordinator

### **Website**

**Catrina**

- Will update Cici's dates and volunteer tab

### **Supply Management**

**Jerann**

- Thank you Elizabeth :)

### **Old Business**

#### **-School Safety / Emergency Bucket List**

**Jerann**

- Waiting for an update from Bennett
- Parents will want to help (Amazon wish list?)

#### **-By Laws Renewal**

**Jill**

- Need to renew by April, not end of Dec.
- 30 day notice that we will have a virtual meeting on Google meet or Zoom
- Put a notice out Monday (meeting Jan. 7 at 6:30)
- No changes, just regular renewal

### **New Business**

#### **-Staff Christmas gifts**

**Lesley**

- We cannot fund this, but we will try to think of creative ideas for Lesley

Meeting ended at 8:09pm and notes were taken by Amy Brossart