

Exec Board Meeting

Tuesday, September 4 2018

Room 518

6:30 - 8:00pm

Attendance: Dianne Darbouze, Brenda Hill, Kemala Karmen, Marinda van Dalen, Imebet Blair Carter, Astrid Lewis Reedy, Kirsti Craig, Meibell Contreras

A. Meeting Opener

- a. Welcome
- b. Review June 2018 Minutes for Approval (*Astrid*)

B. Treasurer's Report

- **2018–2019 Budget Review** (*Kirsti*)
 - Met with Pete and Mark over the summer
 - We need to revisit some of the expenses because what we're budgeting for is not going to get covered by our projected income unless something changes. Projected overage in expenses of roughly \$12-13K.
 - Recommendation that we meet and re-evaluate some of the expenses
 - Budget must be presented to the Board and the General PTA in October and approved, so adjustments must be made before then.
 - Funding teachers:
 - College Counsellor funded by PTA
 - Albert (Music) PTA just provided final check to cover summer school; his salary will come out of Pete's budget going forward.
 - We are starting out with about \$20K less than we started with in Fall 2017—due to drop in revenue and increase in expenses.

C. Committee Reports

a. FUNDRAISING COMMITTEE (*Imebet*)

- **Family Contribution Drive**
 - Family Contribution campaign started out this morning. Will run 2x/week (Tues and Thurs) and will change this week.
 - Messaging objective: to share information about ICE and to engage parents in reading the emails.
 - In addition to asking for money, we'll be sharing ICE Trivia & Fun Facts, so parents can answer the questions. Winners will be announced the following week (prizes are ICE water bottles and tshirts). Trivia questions have been prepared to run thru early November.
- **5K Run Walk**
 - Sept 22 on Randall's Island
 - Early bird campaign ran in August. Currently in regular mode.
 - Check in begins at 10:15; race begins at 11am
 - Volunteers needed from 9am: *mapping out course, putting up signs, assemble goody bags, timekeeping*
 - Still need: *volunteers to be course marshals; donations of water*
 - Donations have come in for prizes
 - Time tracking has been revamped; prize categories have changed

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- **Back To School Fundraiser**
 - Sat, Oct 13, 3:30-7pm at Pete's Candy Store
 - Figuring out whether we should get a band or do a playlist
 - Band or Playlist? *Playlist more conducive to parents just being able to talk; band inside, party in the back yard*
 - Can people bring kids? If so what do we charge? *It's primarily an adult event, but kids can attend if necessary.*
 - Campaign scheduled to start next week. Andy is working on the graphics.
- **Photo Day / Senior Photos**
 - Friday Oct 19, grades 6-11
 - Friday Nov 16, 12th grade and retakes
 - 12th graders will do regular photos and cap + gown photos
 - Pictures taken then offers to purchases go to parents by email to order online. Free delivery to school.
- **Wine Tasting**
 - Tentatively: Friday Dec 7 from 7-10pm
 - Awaiting confirmation from the gallery
- **Spring Fling**
 - Friday May 3
 - Planning our first Spring Fling meeting in October
- **GRADE REP COMMITTEE** (*Imebet*)
 - **6-12 Grade Wide Picnics**
 - Immediately follows the 5K on Sept 22
 - 6th grade: plans in progress
 - 7th grade: no plan for a picnic. We need a 7th grade rep!
 - We will reach out to 7th grade to ask parent to step up to be a rep

D. Up Coming Events

- *Couldn't hear the first one*
- Curriculum night: Weds Sept 26 at 5:30pm
- Outstanding PTA positions:
 - Town Meeting Scribe
 - 7th grade rep
 - Treasurers in training (2)
 - Committees:
 - Spring Fling — need a Solicitations Coordinator
- First General PTA meeting:

E. Meeting Adjourn