 **Midview Middies’ PTA General Meeting **

**Date: March 2, 2020**

**Time: 6:30pm-7:30pm**

**Location: Midview East Intermediate Cafeteria**

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| **MEETING CREATED BY:** Teresa Mulroy |  | **MINUTE TAKER:** Teresa Mulroy |  |
| **MEETING TYPE:** Notice of Election |  | **OBJECTIVE:** Nominations & Suzin L |  |

**ATTENDEES:** Officers: Carli Thomas - President, April Hickman - Vice President, Heather Faust - Membership and Recruitment,

Mike Thomas – Treasurer, Courtney Kushinski – Committee Chair

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| **AGENDA ITEM** | **AGENDA DESCRIPTION** | **PRESENTER** | **DURATION** |
| **Call to Order**  **6:34pm** | 1. Opening Remarks Carli has none. | Carli Thomas |  |
| **Treasurer Report** | 1. Checking $5,551.05  2. Savings Mike forgot to print so will report that shortly.  Did pay $1000 to the Lake Erie Crushers for the 5/6 grade spots for BPIS field trip and the check has cleared. Other purchase was Chelsey Whitsel’s check for $163.44 and actually purchased below the amount the membership approved. Does have February’s statements for review as well as our current budget status. | Mike Thomas |  |
| **Voting / Motions** | Carli said we will get this stuff out of the way and she will begin and Mike will take over. Carli is reluctantly leaving as well as Mike and it’s going to good hands. After much though the Committee has found people to fill all board spots. If there is anyone from the floor who would like to run for as well as the board appointed Committee chair picked in the summer meeting. Mike and Carli’s position will be up July 1st and the new board will take over after that. |  |  |
| **Presentation / Announcements** | 1. Nominations for Board from Nominating Committee 2. Nominated Positions Carli stated what we have now for positions and April included that what she means be “we have” is that the nominating committee has meet and this is who they picked. Carli continued that for Vice President – Richard Knowles, a man on the board which is great. Treasurer will be Nikki Haglin who is not able to be here tonight. Secretary will be Teresa Mulroy. Membership will be April Hickman. Heather was so gracious to relieve her duty and take over Box Tops as a full time position and could possibly become Committee Chair. Heather said she is not really interested in that. Carli said she would hand it over to Mike to see if anyone is running from the floor. Richard was already slated for a position, Heather is doing Box Tops and Sandy Mulroy said no. 3. Voting Process Mike said Carli did it all by announcing the slate and by asking if anyone was asking from the floor so he doesn’t need to do it now. Carli asked why not and April states because you already did it and that Carli did a good job. Mike did say he would interrupt to give the savings balance of $15,114.32.   Mike said Carli presented the slate today according to the bylaws. In April there will be voting for those positions. If no other candidates that run against the slated candidates it’s just a verbal voting process. If any one comes up as a candidate to run against someone it will be a silent vote on cards that will be collected. Someone asked if that is at the April meeting and Mike confirmed. Mike said he is unsure if we do not make quorum at the April what to do and we need 9 and only 3 of those can be board members but there needs to be other members. April said so bring a friend. Someone said it’s good it’s not the Monday after spring break. Sandy Mulroy asked if the voters have to be members. Mike said yes they have to a be PTA Member to vote. April asked if someone could sign up for membership prior to the meeting and still vote and Mike responded that there is nothing that forbids that. Carli said Janice will be coming to the meeting and she is our district rep so she will check with her. Carli asked about the unnamed person who was interested in running and Mike said that person did not show up tonight so it’s not his place to say who they were. Carli said ok. Said maybe we can get a push for members that week. April said we normally have a better turn out. Carli said a lot of flu is going around. | Mike Thomas |  |
| **Old Business** | 1.Dine to Donate – Committee updates –  A. Charley’s Subs TONIGHT! Mike said it’s tonight. Charleys will donate a portion of the sales back to the PTA to connect with the meeting nights. Someone asked what time it was from. Mike said it’s all day. She said she was worried it was only dinner so she didn’t go for lunch for it. April said the form says tonight. Mike said there may have been a post that said go get dinner.  B. Applebee’s Mike said we are trying to do one at the Elyria Applebee’s and he is in the middle of their set process to set one up. Mike stated that the reason we are doing more than one is that the budget is budgeted to bring in $1000 for the year to doing Dine To Donate. Carli said maybe since we can’t get people to come help us maybe they will help by doing this.  2. Suzin L Fundraiser Pick Up & MiddieWear Pop Up Sale Volunteer List  Courtney has unofficially started inviting people..Said she asked Richard. Julia asked what time as Courtney asked if she saw her email. Courtney said we need to alphabetize the chocolate that is brought and also put all the Middie Wear out on the tablet to sell so around 1pm to help. Juli confirmed the date and time to put in her calendar. Courtney said that is 3 to help plus the board. Courtney said she will email out the time once it’s confirmed. Said Nikki is a maybe to help. Courtney said she needs 2 more people possibly. Done at East. Carli said 1 is good since there is MiddieWear. Courtney said the chocolate is the important stuff. Mike said Amber has it on the calendar for noon but can change the delivery time. The orders are due the 12th with a buffer day. Carli and Courtney will check for orders a few days after to get any late orders. Mrs Peterson asked about the math competition and said she will email Carli the names to get their Middie Wear for the highest 5th and 6th grade students 1 of each. Courtney said it could be for the whole group of 4. Mrs. Petereson was excited to hear that. She will email that to PTA. Mike asked if Middie Students did well and she said they did earn trophies in 5th unsure about 6th grade. Carli said give me the sized and gender and she will get her the shirts. Mrs. Peterson said thank you. Small discussion of the idea of gender neutral shirts in yellow.   1. Roll Arena Thank You Event – March 14 Courtney said from 4:30 to 6:30 and it’s a dollar per person as we rented the whole place. She mentioned the prices for all. It becomes open to the public at 7pm. Carli asked if it could be added to the announcements. Mrs. Peterson said yes. Carli asked her if she could give her a flyer and she said yes. Richard asked when the flyers are going home and Courtney said probably Wednesday. Courtney said it was insisted that she spends $50 since that is what is budgeted and she found slap bracelets. She asked if she could pass them out. Carli asked if the first few people could get free skates. Courtney said what if you already have skates. Courtney said we could roll it in to Kona Ice. April asked what we planned on the budget for like printing purposes. Mike said ti was originally $250 but it only cost $200 to rent the place. April said she feels it would be better to allocate it elsewhere for her opinion. Courtney said any left over’s could go in the Santa shop since Carli feels only 17 people will show up. April said it could go in the hand out box at the end. Courtney asked if we can roll it in to something else. Carli said we will talk about it in the lower section. Courtney said it could depend on how many people come. 2. Carli added in the teacher request from Tara last year and Mike said it is very old business. Carli said Tara white asked last year for money for Art-tastic fest and we approved it. Carli said she takes full responsibility but the check was never cut and she never got her money. Tara was fine about it and had emailed her in August and Carli never followed up with her. Carli still wants to get her that money and we need a quick vote to get her that money back. She’s already emailed with her and she’s ok to get it now. April asked if she still works at Midview and Carli said she is at the High School and West. Carli said the request this year came from Bridget Vargo and we will discuss that at the next meeting and vote on it at that time. Carli made the motion that we give her that money back for $211.83 and April seconded that motion. Carli asked for discussion. Mike clarified that the members approved sending the money out of last year budget but the check was never cut so the vote is on sending the check from this year’s budget for a last year budget reimbursement. Carli said no more discuss. All in favor aye. All opposed. None. Carli said the ayes have it. Mike said he assumed the vote would be ok so the check is already written and signed. The members laughed. | Mike Thomas  Courtney Kushinski |  |
| **New Business** | 1. MiddieWear T-shirt sale – No Contest; 1 shirt design for this sale; New Vendor – Kim Carli announced that the board decided against doing the contest as it proved to difficult. Noted it as a possibility for next year. Meeting with her to do 1 design for this year. Possible graduating class idea still is a go depending on design. The order form will be for 1 t-shirt and when people come to pick up their order the MiddieWear will be available. Mike said the members have to vote since we are over budget to spend on another t-shirt. The membership has to approve that that sale will amend the budget. We are not purchasing ahead of time and have a risk. We are not spending unearned money to do a solicitated sale we have to write a check to buy the shirts which is an expense and still money that has to be paid. We will record an income as well as an expense. April said it is leftover MiddieWear for the sale. Carli said for late April with delivery in May. Courntey said we need to do an order form to collect the orders. Mike said it would need a blanketed amount to amend the budget since we are already over budget. April asked if everyone thinks it’s a good idea. Richard said it’s all good. April moved to make a zero risk amendment to the budget to allow for the MiddieWear sale. Julia seconds the motion. Carli asked if there was more discussion. None. All in favor aye. All opposed nay. So the ayes have it. Mike said it was needed to be done in case next year someone audits the budget and sees we went over budget we have the minutes to reflect why it happened. 2. Kona Ice for Field Day – Budget Allocation Carli talked with Sarah Mathews who did our Ice Cream Social from the Strongsville / Berea location. She can give us the cups for $1.60 with about 1600 cups needed. Carli talked to Mr. Camp and Gerberk earlier in the years as well as Mr. Bristow. We anticipate doing stations with plenty of time for all the kids to get their ice and eat it. Cups are 6 ounces. Carli asked about refills and the kids can if they have to reuse their cups. Mike and April said no refiils is best. Mike said Adults can get refills. Someone would do the ice and the flavor things would need volunteers. The teacher s could solicit ate 2 teachers per grade to also ask for PTA help. A couple flavors will be offered with options for the diabetics in the school. With sugar free options. Courntey said we have to ask permission before. Carli and Mike said we don’t do that, the kids will just not take it. Carli said we need to send something out in case there are dietary restrictions. Courtney suggested they bring their own if needed. They will start us out at 1600 cups and go from there. Mike said that is $2560.00. Mike said at the beginning of the year we did not have this planned and have only budgeted $600 for field day. We can say no we are not doing this. Next would be to reallocate the budget or budget for a yearly lose to add money to the field day budget. We can show a negative since we are non-profit. We did come in to the year with $8000. At the board meeting it was looked at to see what was over budget and what we didn’t spend and we were somewhere around $2000. Courtney said it was more than that. Mike said we can still have a safety net to bring us in to the next year. Courtney said MiddieWear alone is $1000. Mike said with the t-shirt sale that only stands to gain profit and it was not previously planned for. Mike said do we want popsicles or Kona Ice. Carli said we will still have bottles of water for the volunteers. Mrs. Peterson said the 5 and 6 graders would like but wasn’t sure about the younger levels. Courtney said they like it too as she did it last year at Amherst with preK through 2nd graders. April said the teachers may not like it but the kids do. Carli said they have spoons to give the kids. Carli said it is a pain to do the popsicles so that is why they come up with Kona Ice. Julia asked if the standard size is 6 ounces. Carli said its 6, 9 and 12 ounces. Julia asked if the size was too big for the K -2 graders and would we be wasting money when they threw it away. Carli said we would do the smallest size. Mike said standard size is 8 ounces. Sandy asked what it was as she never heard of it before. Mike said it is an icee truck. Courtney said with 3 parents it goes very smoothly. Mike asked Carli if the kids are not to handle the flavor handles. Carli said they could. Mike said they would get their cups and the adults would do it. Richard asked how it worked and Courtney and Carli explained. Carli said we can decide by grade if they do it. Courtney said the parent/ volunteers can do it. Julia recommended only 2 flavors. Courtney had parents hold up signs for each flavor. Mike said we still have the question if we want to do it. All said yes. April does not want to do it as a negative for next year with Mike and Carli leaving. Mike said it would not make it bad and the budget it always zero at the end regardless. Mike said we can take that money away from somewhere else. The budgeted amount will show the negative on that line. We currently have made $7000 more then what we spent at this time. Actual is what we actually did. Courtney asked if the negative really counts. Mike said it’s about the plan versus actual but you don’t count your assets in your budget. Mike recommends it this way so next year’s board knows to plan the budget for next year with a $2500 amount in field day. Julia said it would be hard to do it this year and not next year. Mike said we would have to do a budget amendment meeting to do it the other way. April volunteered to be on the committee. Carli said Courtney and Heather could do it too. Mike said once the plan is made it would be brought here and voted on in April. Courtney asked if we have time. Julia felt it would be clearer to just see the negative. Mike asked if anyone wanted to see the budget first. Carli said she just wants Kona Ice and doesn’t care about the money. Julia thinks the negative is easier to see rather than reallocate so we know where the funds came from. Richard asked if the concern was how Nikki is taking over can it be held and ask her opinion. April said not really since we have members here now and we aren’t sure of the board. April then asked if everyone was ok with the other way that she doesn’t like. Courtney asked if anyone wanted to do it the hard way besides April. No one responded. Heather motioned to amend the budget by allocation an additional $2500 to field day to make the budget $3100.00. Mike said we need bottles of water, cups and equipment. Carli said all in favor to amend the budget for a negative operation loss say ayes. All opposed nay by April. The ayes have it. Mrs. Peterson asked how many parents you would think need to be there at the 5th grade level. Courtney said it’s easy. We flavor the ice and hand it to a kid. April asked if it should be per flavor. Mike said we also need parents to run water to stations. Mrs. Peterson said the gym teacher will ask for parents too and wants to know how many extra we need. Courtney said 5 for grade level and Mrs. Peterson said ok. Carli said Sara explained a parent on each side of the flavor and having a teacher or someone to stay in line. No more than 3 other people and someone to pass out spoons. Mike said he hears that 3 volunteers needed at the truck with 2 more people to help keeps kids in line. Carli said the more people the more chaotic it will be. Carli said 1 of us will be there. Mike said multiple of the board will be there. Carli said 2 or 3 more than the board. 5 per grade for each school. Julia said we can always use them somewhere. Courtney said baby wipes. April said hand sanitizer. Carli said we need to add that. Carli said reach out if you have a good idea. Carli said she has not yet received the deposit. Mike asked if it responsible. April said what about a rain day. Courtney said can they go out to get it. Carli and Mike said they go outside anyways as there is no rain days. Mike said we need to understand the flexibility on the deposit. Carli said she can’t if she’s not free. Needs the date for North. East is on the calendar on the 29th. West is also on the calendar for the 28th. Mike said to reach out to Pam tomorrow for a date. North is the 26th on the Midview App. Carli sent her the dates. Half is $1280. Shane left. Mike said we want a quote before we issue a check with dates and deposit and price as a quote. We need a contract. All dates in May as Richard asked. | Courtney Kushinski |  |
| **Future Items** | 1. Box Tops for 2020-2021 – Heather Faust Carli said Heather is taking over box tops. April said Teresa and I have some to give her and Carli has a whole box to count. 2. Teacher Appreciations is May 7th with food, baskets and such. Need volunteers for each school. April said there will be a committee. Carli said Teresa needs to do a sign up genius. All needs to get ready and get donations with baskets. Mike said everyone got Moe’s last year. Mrs. Peterson said Moe’s is good so Carli said definitely for East. Mike said we had put surveys out and did Salad Craze and Moes’ before. Last year we just did Moe’s and did not give them the choice. Mrs. Peterson said Moe’s is great and she appreciates. April said we did give them a choice to everyone who is here. Carli said we already have items. Julia asked about allergies. Carli said we ask who is coming and they can choose. Mike said they sign up or we let them know they didn’t sign up and may not have enough. Carli said we need volunteers to help with that. Mike said 2 people at each school are needed. Carli said it’s all day. April said it doesn’t need monitored all day. Mike said we man the table during it to give out raffle tickets. East comes first for timing. Carli will look at last year’s notes for times. Food at 9/9:30. Carli said we reach out for cupcakes and someone makes them. Richard asked how many cupcakes are needed. Mike said it’s about 150 totals. Like 50 at each school Carli said. If we can’t find someone to make them we will look around. Julia said Sam’s or Costco is good for prices. Money is allocated for the teacher appreciation if needed. Concrete that in the April meeting. We need a committee. Courtney will handle that. April said we need to start soliciting for donations. Courtney asked who would like to be on the committee. April said me. Carli said she will donate a grooming certificate for each school. Julia will get the Costco information next time she is there and pass it along. Staff appreciation Carli said is what it is really called to support everyone. Courtney asked how many. April said a lot. Mike said in prior years there is one for each school with a bag at each school to raffle from. It’s the committee’s decision. Mike said it’s like a Chinese raffle. Carli suggested 10 per school. April said it was not like that last year. 10-15 would work if we can’t get more. Mike said our budget covers the food. April listed people who have given us donations last year. | Mike Thomas |  |
| **Adjournment**  **7:54pm** | 1. Signing of the Bank Statements Mike said he needs someone to review the bank statements. Richard offered and reviewed. | Carli Thomas |  |

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| **SPECIAL NOTES** | ***April 4th – Come to Vote! Election day for 2020-2021 Board Members!!***  ***“Together We Shine”*** |