

Mills Park Middle School PTSA

Title: Board and Committee Chair Meeting

Date: August 11, 2010

Location: Mills Park Middle School

8/11 Meeting

*Mr. Smith confirmed details around 17th teacher events, ribbon cutting ceremony

*For performances in cafetorium, max capacity 400+. Can't get all in to see 2 performances, need to go back to cultural arts folks to check.

*Homeroom can collect PTA \$ in manilla envelopes

*Mr. Smith said we could have a key to the PTA closet.

*Questions for Mr. Smith: no book fair this year. Talked character ed/student recognition. PTA provide token/award to be used on Fridays around character of the month

*Insurance: maxium \$741.00 for the year approved

*to Incorporate: \$60.00 approved

*Start-Up Packets: Membership/directory form, spirit wear form, donate with membership extra, welcome to new school pta president letter (includes box tops/vic info.) Print out stickers for cover of manilla envelope: All forms due by September 17.

*Stacey: are you doing a form for the packet about "at Home" opportunities? I also thought I heard you and Cindy say that Stacey was going to register MPMS for the Box Top program. Cindy was to get Stacey the info re vic and target...

Membership level: Need revamp form Cindy will do and get to Liz. Cindy will also notify Fall Fundraising folks of the change/delay of start of the big fall drive.

\$35: Leopard Spots

\$50: Leopard Paws

\$75: Leopard ROAR!

\$100: Purple

\$250+ GOLD

*Fall fundraiser: no fuss is now separate we need XXXdollars per family and we won't have any other fundraisers. \$35? \$40?

*talked about VP role and maybe needing one more, and Stacey and Bob will work to clarify their roles.

*budget: roll box tops into vendor fundraiser Trudi will make discussed adjustments to budget. All agreed.

* take home packets: not doing colored paper this year. Don't have any donated, will be harder to collate for Ann. Also, there was a suggestion from the committee volunteers that we consider giving a magnet as a freebie if a person/family donates \$100+. We don't have time before open house to order those and have them ready. Nor do we have the cash at the moment. Great idea for next year.

Next steps:

Next Board/Committee Chair meeting 8/25 9:30 am at school in conference room

Trudi: finalize first cut of budget with changes that were discussed today. Bring a generic list of things we're funding from budget (but without budget numbers) to display at open house table! Purchase Cash Box.

Stacey: Boxtops and At home fundraising page to Debbie by Tuesday am if possible????

Cindy: revamped membership donation form to Liz. Contact Michelle and Jennifer about the changes to the fall no fuss fundraiser. Get copy of revamped membership donation form, president's welcome letter, and volunteer form to Debbie before Tuesday 17th.

Debbie: Take Membership/directory sign-up form, spirit wear form, membership donation form, stay at home fundraising form, president's letter to Ann by Tuesday for Ann to make copies. Also need 11 extra copies of spirit wear form, 300 extra membership/directory and membership donation forms for tables at open house. Send out volunteer emails about open house, sign up reminders, fundraising. Follow up with Biscuitville, purchase extra breakfast items at Harris Teeter for 20th. Rework committee sign up sheets for open house.