

Meeting Minutes
May 1, 2017

In attendance:

Ramey Sallaz, Erin Middleton, Mhairi McKay-Smith, Cathy Snelson, Jennifer Guy, Jane Lin, Joyce Anderson, Heather Walker, Kimberly Clayton, Kandice Favorite, Sig Wurthmann

1. @ 12:11 – Ramey calls meeting to order.
2. Approval of Minutes:
Erin moves to approve minutes. Mhairi seconds. None opposed.
3. Officer's Reports
 - a. Mhairi McKay-Smith for Treasury report:
 - INCOME:
 - School Store \$227
 - Yearbook \$440
 - Bank interest \$1.56
 - TOTAL NEW INCOME \$668.56
 - EXPENSES:
 - Clubs \$74.69 (chess club medals)
 - Family Reading night food \$268.28 (\$1k was the budget)
 - Grants Educational \$531.83
 - Grants General \$1929.19
 - Learning Landscapes \$28.69
 - Mad Money \$2195.96
 - Principal Support Fund \$117.06
 - TOTAL EXPENDITURES \$5,246.36
 - Anticipated spending through end of the year...
 - 4th swimming \$1k
 - 6th Ropes \$2k but ask about JJAB \$1k funding grant request
 - 6th Graduation \$50
 - Battle of the books \$100
 - Family Picnic \$20 (purchase otter pops next week)- Ramey will expertly freeze!!!!
 - Field Trips \$4,200
 - Grants Ed. \$150 (snowball target)
 - LAHS Scholarships \$1k
 - Mad Money \$3,400 (either to spend or checks to be cashed)
 - PTA Conf. \$200
 - Principal Support Fund \$227
 - Science Fair \$150
 - Teacher Appreciation \$685
 - Tutoring \$5k
 - TOTAL \$20,257

- EXPECTED INCOME:
 - JJAB \$1k
 - LANL Giving: Emailed numerous times & still waiting to hear the numbers
 - Casa Mesita \$400
- Leftover grant money \$1,150. Suggest buying new office furniture or use to improve the K, 1st, 2nd supply room.
- Mhairi feels that all the expected expenses won't materialize and that to reduce our bank carry over we should buy Tony Hinajosa the gym mats he requested at the start of the year, but was denied as it would've wiped out the whole Grant line item budget. Make motion to approve this purchase.
- b. Ramey Sallaz for President's report:
 - Need to decide if we want to sign a new yearbook contract with Jostens Memory Book.
 - Deadline for early bird discount is June 15th. 9% discount.
 - 2016-2017: \$3,945.24 = \$11.27 each
 - 2017-2018: \$4,017.48 = \$11.48 each
 - NMPTA conference - Friday, May 5th in Albuquerque. Ramey & Mhairi attending
 - Mountain Clean Up Day - Primary Workroom Makeover
 - Need volunteers. Suggested work day, a Wednesday or Friday afternoon in May
 - No new members in April – 77 members total.

4. Report of Committees

- a. Family Reading (Sig Wurthmann)/ Book Fair
 - Survey Monkey - 44 review
 - Way to get a headcount of attendees for next year, possibly use tickets or sticks
 - Book Fair @ Reading Night
 - Extra cash register for next year
 - Need experienced volunteer at register for Reading Night
 - Questions about how to increase upper grade involvement, mostly K-3 attendees
 - Leftover books -how many?
 - Scholastic Dollars- leave in \$500
 - Need better books for K-3
 - Expenses:
 - Food (1k budget) \$268.28
 - Line item budget \$400
 - General Grant (\$1k approved) \$390.81
 - TOTAL \$1,059.09
 - PTA Reading Night sales
 - Yearbook \$40
 - School store \$212

- o 1st Day book fair sales \$3,261.13
- o 1st Day book fair cash banked \$1,144
- Spring Book Fair Breakdown
 - o Cumulative receipts= 8,378.78
 - o Cash = 4,387.06
 - o Credit Card = 3,991.72
 - o Cash Banked = 4,372.41 (< \$15 discrepancy)
 - o Scholastic bucks = 527.92
 - o Scholastic Cut = 5,865.15
 - o PTA cut (@30%) = 2,513.63 - \$14.65 (cash difference)
= 2,498.98
 - o School \$ = 500
 - o Profit (potentially) = 1,998.98

Amendment: PTA only gets 25% not 30%

b. Yearbook

- Thank you to Jerry Fadner & Andrea Santos-Brito for all their work on the yearbook!
- Ideas for Next Year
 - o Add a thank you page for our sponsors at the end of the yearbook
 - o Photos for next year: tag with name, grade and class as photos are submitted
 - o Assign photographers for events
 - o Whole class photo
 - o Think about Class Reps to help with getting word out about pictures
 - o List of all clubs
 - o Theme
 - o Art teacher - banners for class names
 - o Email address on website

c. Family Picnic

- Need to make and distribute flyer

d. Teacher appreciation – May 8-12th

- Chair massages from Black Mesa Massage - 15 minutes each
 - o Three sessions: May 3, May 17, May 25
- May 9 Teacher Breakfast
 - o Breakfast Burritos from Secret City Kitchen

5. New Business

a. Grant Requests

Meeting adjourned at 1:24.