



# Little River Elementary PTA EXEC. MEETING

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**August 29, 2022 / 7:00 pm / Virtual**

**ATTENDEES: Elizabeth Bush, Sharolyn Paschal, Heather Lucier, Meg Thompson, Aimee Comi, Brandi Adams, Kevin Murphy**

**CALL TO ORDER: 7:10pm**

## **AGENDA**

### **President: Elizabeth**

- Approval of Executive PTA Meeting Minutes from [July 25](#), [August 1](#), and [August 16, 2022](#),
  - Motion by Elizabeth Bush, Second by Meg
    - In Favor- 6
    - Not in Favor- 0
    - Abstain- 0
- Communication Improvements- Using Google Spaces to coordinate and share detailed information about each event/area/activity.
- [Sept and Oct VA PTA Officer Reminders](#) and [September Little River Executive Committee Dates](#)
- Looking ahead- Draft of [Bylaws/Organizational Structure Form](#) and standing rules need to be approved by the Executive Committee during the Sept. 26 meeting. Bylaws and standing rules need to be voted on by General membership during the Oct. 4 PTA meeting. Submit in October to VA PTA. Current Bylaws/[Organizational Structure Form](#)
  - Discussion of adding an At-Large Board member
  - Discussion of moving voting
- Welcome from the President General PTA Message, [Welcome from the President to Staff Message](#) being sent out on Tuesday, August 30.
- Let's make the General Membership Meeting Agenda as we go through our discussion tonight (as much as we can).

## **Treasurer: Sharolyn**

- Budget Voting- Move to approve the 2022/23 Fiscal Year budget with the following amendments:
  1. Moving the staff cookbook to 5th grade fundraising; and
  2. Adding a line item to the budget to recut the 2021/22 5th grade donation to the school check.
    - Motion by Elizabeth Bush, Second by Aimee Comi
      - In Favor- 6
      - Not in Favor- 0
      - Abstain- 0

## **School Administration: Kevin Murphy**

- Good Job!
- Teacher Newsletter sent out Sunday, please give info to Mr. Murphy by Friday before
- Community Newsletter sent out the first of the month
- Security Screens- Dimensions for both windows (full length 18"x 7' approx and window in the door).

## **VP of Events & Community: Meg**

- Back to School Bash- Thanks! Spent about \$2600. Please complete link emailed out earlier for feedback. Kona Ice from the event will send \$240 to PTA.
- Bingo for Books- Ask the staff to help call numbers, Brandi has the sign up genius form for staff to sign up ready, Entrance is a book or \$5 for a family
- Glow Dance- No updates
- Staff Basketball/Matt Ball- Space is available at Freedom, Mr. Murphy will respond to email asking for details and answers

## **VP of Fundraising: Aimee**

- Spirit Wear Update- Prices stay the same for in person and online orders. Sold 49 items in the online store. Custom Ink couldn't give info about how much we have made from it yet. 8 days left!
- ASEP Registration dates- Sept. 19-26, Start advertising this Friday and in Sept, newsletter
- Popcorn Fundraiser- Sept. 27-Oct. 1, Start advertising Sept. 13, also sent in Welcome Message to staff
- September DQ Spirit Night- Sept. 14, Advertising 1 week before, several days before, and day of.

### **Volunteer Coordinator: Brandi**

- BooHoo-Yahoo- Hosted and items donated by 5th grade parents
- Back to School Bash- 40-50 volunteers
- Volunteer of the month- Starting end of Sept. Mr. Adkins making these gift/recognitions.

### **Secretary: Heather**

- Membership Drive update: 149 purchased memberships with 40 being sponsorships, Sending home flier with wristbands to each student.
- Baking committee - Valerie putting together a signup genius for it, Starting on Sept. 8 at staff meeting
- Continue monthly newsletter, no weekly emails, if needed 1 additional email during the month to update/remind members

### **Old Business**

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### **New Business**

- Stickers for PTA meetings- Aimee will divide those and deliver on Tuesday for teachers to give to students, Elizabeth will do it for the October meeting.

### **Action Items**

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**Next Executive Meeting: Monday, September 26, 2022**

ADJOURNED AT: 8:14pm