

**COTSWOLD SCHOOL PTA BOARD OF DIRECTORS**

**Meeting Minutes**

**June 21, 2016**

**at The Beard Home**

<b>Agenda Topics</b>	<b>Major Discussion Points</b>	<b>Next Steps (Who, What by When)</b>
<b>Attendees</b>	<p><b>Officers Present:</b> Stacy Beard, Ali Hoce, Katy Burge, Mandy Price, Susie Wilcox, Jody Para, Alison Tennent, Emily Peterson, Kelly Catanese, and Morgan Cromwell</p> <p><b>Members at Large:</b> Natalie Meek</p> <p><b>Staff Members Present:</b> Alicia Hash, Genny Murrell.</p> <p><b>Officers Absent:</b> Kathryn King, Mickie Huneycutt, and Michele Abels</p> <p>According to the bylaws, a quorum consists of a majority of Board Members (9/16). With 12 out of 16 Board members in attendance, a quorum was present.</p>	
<b>Welcome and Review of Minutes</b>	<p>Stacy called the meeting to order at 7:06pm. The minutes from the May 20th board meeting were presented for approval. A motion was made to approve the minutes. <b>VOTE:</b> Approval was unanimous.</p>	
<b>Principal's Update</b>	<ul style="list-style-type: none"> <li>• Ms. Hash announced that Ms. Mullins has been reassigned to Billingsville Learning Academy and will not be returning to Cotswold. She is being succeeded by Kurt Fruendt. He is an experienced CMS teacher and assistant principal.</li> <li>• Ms. Hash reported that all of the Connects will get to keep their rooms next year, despite the shifting classroom sizes. The exception is the Spanish Connect, which has been on a cart for the last few years already.</li> </ul>	
<b>Teacher Report</b>	<ul style="list-style-type: none"> <li>• No updates.</li> </ul>	
<b>Budget Review</b>	<ul style="list-style-type: none"> <li>• Stacy summarized the current state of the budget and cleared up some confusion about our actual bottom line. The budget currently shows that we have around \$57,000 but that number will drop significantly over the next few months. We will allocate and pay out \$30,000 to the outdoor courtyard/playground project since that is the amount of money raised by the Boosterthon which was intended for this purpose. \$8,000 will go towards Interior Beautification as budgeted. Each grade level team will receive a \$1,000 grant over the summer to prepare for the 2016-17 school year. \$12,000 will be paid to cover the Camp Hanes deposit. Once all this clears the account over the summer, we will be left with a small amount so the year will basically end with a break-even budget.</li> </ul>	
<b>VP Admin Support</b>	<ul style="list-style-type: none"> <li>• No updates.</li> </ul>	

<b>VP Enrichment</b>	<ul style="list-style-type: none"> <li>No updates.</li> </ul>	
<b>VP Events</b>	<ul style="list-style-type: none"> <li>Parents-Night-Out is being moved to the fall this year and will coincide with our <i>Commit to Cotswold</i> Campaign. The date has been set for October 8th.</li> </ul>	
<b>VP Fundraising</b>	<ul style="list-style-type: none"> <li>No updates.</li> </ul>	
<b>VP Marketing/ Communications</b>	<ul style="list-style-type: none"> <li>The last Cougar Bites sent from Constant Contact will go out in August and will be dedicated to the migration from Constant Contact to MySchoolAnywhere (MSA). This database is completely driven by the PTA and the information will not come from the Cotswold database. Parents will need to opt-in to be included and will have complete control over what information they want to provide on the website, which is password protected. Once all the students are entered into the system and are connected to their class rosters, parents will need to match up to their student and that will eliminate the possibility that unauthorized users can create accounts.</li> <li>We discussed the merits of using MSA to register PTA memberships in the fall and it is likely that it will be a good option. MSA has the ability to process payments so the registration fee could be collected this way. We don't plan to use MSA to collect payments for <i>Commit to Cotswold</i> until we feel confident in the payment capabilities.</li> </ul>	
<b>Advocacy</b>	<ul style="list-style-type: none"> <li>No updates.</li> </ul>	
<b>Nominations</b>	<ul style="list-style-type: none"> <li>No updates.</li> </ul>	
<b>Auditing</b>	<ul style="list-style-type: none"> <li>No updates.</li> </ul>	
<b>Community Partner</b>	<ul style="list-style-type: none"> <li>Most of the Spirit Nights for the next school year have been put on the calendar. We will reduce some of the Spirit Nights, particularly in May.</li> <li>Natalie and Jena are continuing to work with our existing community partners and exploring new leads. Susie mentioned that she would look into developing a relationship with PNC through Greg's connections at the bank.</li> </ul>	
<b>New Business</b>	We will plan to set our financial intention for the 2016-17 school year at our next meeting in September.	