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**Terra Linda PTC Board Meeting**

**January 17, 2019**

**Minutes**

|  |  |
| --- | --- |
| **President** | Tamara Peters |
| **Vice President of Fundraising** | Mike Baldwin/Jenn Collett |
| **Treasurer** | Brian Baldwin |
| **Volunteer Coordinator** | Rick Collett |
| **Secretary** | Emily Struthers |
| **Communications Coordinator** | Nicholas Peterka |

Meeting called to order at 6:37

* Minutes from November 2018 meeting were reviewed.
* Motion to approve minutes as written: *motion approved*

President

* Principal meeting update
  + Principal meeting postponed
  + Granola bar updates
    - Need granola bars in classroom in case of lockdown
    - Water will be stored in shed
* Guest speaker – March
  + Tamara going to contact Washington County for speaker to present on Internet safety
  + Emily will get contact info for Shawn Marshall, from Children’s Program
    - He presents on impact of technology on children
* Recruiting for open positions
  + Suggestion to post open positions on Seesaw
  + Rick will send separate message to volunteers about open positions
  + Possibility to reach out to kindy teachers to ask about families that seem very involved and might be interested in involvement in PTC
  + Nicholas will create questionnaire for short video clips about positions on Facebook
  + All board members will have detailed file of responsibilities to pass along to next year’s board
  + Need to add school directory and website coordinator to the list of open positions
* Brainstorm for next year's fundraiser
  + Apple TV set up for each classroom
    - Costs about $2,000 per classroom
  + Library furniture
  + Improve sound system in gym and music room
  + Outdoor classroom space
* Suggestions for how to use surplus money this year
  + Extra teacher money
  + Makerspace
  + Purchase items on Wishlist
* School directory will be sent out on Friday

Volunteer Coordinator

* Advertise for artist in residence
* Share about success of movie night in next month’s meeting
* Scholastic dollars left over
  + Rick will have Christy review Makerspace items in scholastic catalogue to see if it is worth purchasing any items

VP Fundraising

* STEAM night
  + Suggestion to include silent auction portion
  + Could include 50/50, experiences, restaurant gift card, classroom basket, student art auction
  + Have a voting station for families to give input on what items they think fundraising money should be spent on
  + Mike and Tamara will coordinate to come up with next steps for fundraiser
  + Possibly set up in foyer or music room

Communications Coordinator

* Nicholas considering moving the PTC Blast to his responsibility
* Penny Galvin going to use one PTC bulletin board for Sock Hop
* Nicholas will take website coordinator chair if it isn’t filled by anyone else
  + Need to update content on website at least once per year
  + Review other school’s websites to see additional items we should include
  + Possibly switch PTC Blast to S’more app so we can translate to other languages
* One School One Book
  + Great book choice to appeal to all ages
  + Bookmarks with reading schedule were appreciated

Meeting adjourned at 7:34