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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