



Terra Linda PTC Board Meeting

October

Meeting Minutes

President	Rick Collett
Vice President of Fundraising	Brittney Pineda
Treasurer	Paul & Allison DeHaan
Volunteer Coordinator	Jamie McCarl
Secretary	Julie Lavers
Communications Coordinator	Ketaki Deshpande

Meeting called to order 6:32 pm

Meeting minutes – approved as written

Rick Collett, President –

- Noticed that the PTC website page is not being updated in a timely manner, will ask Ketaki and Nicholas to update the site on the same day the blasts are sent.
- Lisa Nelson’s Retirement – Rick will get a \$100 gift card and card for Lisa to honor her time at Terra Linda.

Brittney Pineda, VP of Fundraising –

- Upcoming Dining for Dollars –
 - Chipotle on November 7th from 4-8 pm. must show flyer or mention Terra Linda. We will receive 33% of the profits from Terra Linda orders.
 - Panda Express on December 10th all day. We will receive 20%; no flyer needed just mention Terra Linda.
 - Becky Seppala is working on others

Paul & Allison DeHaan, Treasurers –

- There is an editable reimbursement form in the PTC G-Drive

Jamie McCarl, Volunteer Coordinator –

- **Halloween Activity -**
 - Amanda Morris suggested the idea of putting a Halloween craft together for all students to pick up at Grab & Go. Jamie will follow up with Christy.
- **Classroom Reps –** Should we have a classroom rep so teachers have a contact person should they need any volunteer help? The board decided that is a good idea; Jamie to reach out to volunteers.

Ketaki Deshpande, Communications –

- **Facebook Group Updates and discussion**
 - Grade level groups are created and we have volunteers to manage the groups for grades 1st-3rd. Still need volunteers for Kindergarten, 4th and 5th grades. Could this role be taken on by the classroom reps or should we create a Classroom Communicator role to manage the groups? More discussion needed.

