

**PTA Minutes – Wilson High School
Executive Board Meeting of May 20, 2010
Held at Baker and Spice Restaurant in Hillsdale**

Rosemary Schwimmer, President, called the executive board meeting to order at 9:15am.

In attendance: Rosemary Schwimmer, Leslie Baird, Annie Bottinelli, Nancy Kurkinen, and Karen Russell

Auction Discussion – Nancy Kurkinen

- Nancy expressed that the Auction Committee wants to be more accountable to the Athletics Departments by making sure that funds are distributed quickly this year.
- Credit Card fees will be passed on to each department where the funds are distributed.
- Wrestling Team vacation house was not placed in the auction (by accident), so it was decided that \$250 would come out of the general auction fund for the Wrestling team.
- This year, \$7,000 was raised for the General Fund (Last year - \$10,000). Some of the funds – last year – were not allocated correctly. This year, plans are to allocate consistent with what was intended on the donation forms.

PTA Committee Rules Discussion -

- Rosemary suggested that Nancy Kurkinen can review the rules and suggest changes later.
- It was suggested that changes to the rules could be made via a PTA meeting. The PTA board would appreciate that changes go through the proper channels. Communication should be maintained – Clarity for the PTA Treasurer is very important as numbers in the budget are more easily maintained when there is good communication between the auction treasurer, auction committee members and the PTA treasurer. Regular Auction reports are great at the PTA meetings.
- Graduation Night Chair should also report to the PTA at meetings.
- These Rules are guidance for all PTA Standing Committees. The rules can be used as guidelines for other fundraisers also.
- Karen Russell agreed to create an accounting template so that other fundraising committees could use the template for their accounting purposes.

PTA Officers/involvement Discussion -

- Auction Treasurer for next year will be Gloria Leo. The PTA needs a President, VP and Volunteer Coordinator for next school year. Discussion about possibilities? Irene Hediger was suggested. Sue Brent should call her and other possibilities for PTA Presidents.
- Discussion ensued involving Boosters. Question: Why is Boosters separate from the PTA? Maybe PTA could join forces with Boosters. Sue Brent/PTA could coordinate a Parent Involvement Summit? There needs to be more parent involvement at Wilson. There was only about 10% parent family involvement for the Auction. Could we have a parent involvement e-blast sent out?
- Directories – Karen Russell/Susan Berkley agreed to take on Directory production and sales for next year.
- Membership – Karen Russell agreed to take this on for next year, also.

Grants Discussion - Rosemary Schwimmer

- PACT Grant – (Positive Action Concerning Teens) Drug and Alcohol Free Events. This organization is asking for \$1200 to fund 4 events. It was agreed among the board that the PTA would fund \$600 and provide \$600 more if needed.
- Graduation Night is requesting more monies for expenses - \$1,000 - \$1500. It was suggested that we grant \$1,000 as Grad. Night paid back the \$1,000 that was granted to them in the beginning of the year. Grad. Night had to reserve a 6th bus, they are behind on donations this year, and they didn't have the "cookiegram" fundraiser this year. If the committee needs more monies granted to them to cover expenses, they need to provide more documentation about expenses incurred.
- We need to vote at the general meeting to amend the budget to include these grants. We can move some monies from other line items such as plant sale, directories, auction or Sample SAT line items.
- Karen Russell offered to follow up on the Food Front fundraising event as we have not received the funds yet.

Calendar Discussion

- Rosemary suggested that we plan for 3 PTA general meetings for the next school year. One in Sept., Jan., and May. We could also have several other meetings with speakers. PACT could speak at one meeting. We could also sponsor Freshman parent coffee meetings at Wilson (like the ones at Jackson M.S.).

Meeting adjourned at 10:30am by President, Rosemary Schwimmer

Minutes respectfully submitted by Leslie Baird, Secretary