

**PTA Minutes – Wilson High School
Executive Board Meeting of January 4, 2011
Hillsdale Brew Pub**

Valeurie Friedman, President, called the executive board meeting to order at 7:00p.m.

In attendance: Valeurie Friedman, Karen Russell, Leslie Baird, David Dacklin, Lisa Massinger

Budget: Karen Russell

- Balances as of 1/4/11 – Total: 40,637.89, Book Fair: 235.93, Auction: 6,048.48, Graduation Night: 8,095.05 in checking acct. and 7006.82 in savings acct. Lisa shared her budget for the Grad. Night – 25,245.60 for net liability and equity.
- Discussion about membership line item – Actual - \$6485. Proposed goal was \$7,000.
- Budget needs to be amended: move \$180 from Bank Fees to Insurance
- Discussion about movement of Career Pathways monies to misc. line item, as there will be no Career Pathways Event this year (no coordinator). This should be voted on at the next General Meeting. Amount is \$300.
- Audit is completed. Last page needs to be changed where it states that the audit is for Jackson M.S. (Needs to be changed to Wilson High).
- Suggestions from Audit – need more paperwork, especially copies of checks, visa receipts, etc. Valeurie and Karen will meet to finish up the Wilson PTA Committees Financial Policy and Guidelines Plan. Guidelines for Treasurers of the various PTA committees will spell out specific paperwork needed. (Copies of checks, etc.).

Grant for Grad. Night Discussion: Leslie Baird

- Need copies of paperwork for Grants. Valeurie will e-mail Mike Bottinelli to ask for copies of the paperwork.

Book Fair – Karen Russell

- How could we do better than this year? We can start earlier in advertising the book fair. There was discussion about possibly renegotiating percentage of sales gained from Annie Blooms. (10%). Could it be higher next year?

Plant Sale – Valeurie Friedman

- Valeurie will check with the coordinator on this to see how it is going.

Directory Discussion – Karen Russell

- We have left over directories. 415 were printed and we sold approx. 340. We will check with office to see if there are needy families that might want directories.

Nominating Committee – Valeurie Friedman

- Need to put together committee that will be voted on at the general meeting. Names were suggested by Karen Russell and Leslie Baird. 3 – 7 people need to be on the committee.

Parent - Education Talk – Valeurie Friedman

- The event was very successful – response was very good.
- New event will be held on Feb. 28, 2011. Topics to be discussed will be broader in nature. \$30 for hospitality (food) will be used.

Meeting adjourned at 8:25pm by President, Valeurie Friedman

Minutes respectfully submitted by Leslie Baird, Secretary