



Terra Linda PTC Meeting

November 15, 2023

Minutes

President	Amanda Morris
Vice Presidents of Fundraising	Allison DeHaan & Becky Seppala
Treasurer	Michael Achterman
Secretary	Essie Neeway
Communications Coordinator	Brittney Dinsdale
Volunteer Coordinators	Becky Chmela & Lauren Williamson

Meeting called to order: 6:32pm

Amanda:

- Introductions (via the chat)
- Review of meeting minutes: motion to approve (Essie), second (Michael)-->passed

Essie:

- Harvest Fest review: Move to december next year, winter festival, too many events too close together, volunteer fatigue
- Becky C.:

- Thank you to everyone who volunteered at Harvest Fest
- New opportunities on the calendar: picture retakes, 5th grade party planning, SRC opportunities!

Michael:

- Classroom enrichment: thank you to teachers and staff for submitting in a timely manner, all reimbursements have been issued.
- Reminder: All activities need receipts in order to be reimbursed, even if it is a budgeted activity.
- Tiger Trot: Still reconciling final numbers (matches still coming in), will have a much better idea of final numbers by the end of November, early December.
- 2022 Tax returns: filed today! Yay! Returns were reviewed: we owe no federal, \$90 due to the state of Oregon. He is looking to see if there is an ability to do a monthly reconciliation as well with the new CPA. If not, will stay annually.
- Update on the budget: 2023-2024 budget approved with approx. \$3k deficit but with the remaining fundraisers we are on track to meet or exceed that.
- Keep Michael apprised if people are interested in supporting TL. He can help with grant writing or be a liaison for those that might be interested in supporting the group.

Cathy Cypers:

- She is planning on writing a BEF grant and one of the questions is “have you asked your PTC for funding” and she hadn’t asked. She is asking for chairs for her classroom because the ones she has are too short for her desks. They are about \$89 a piece so it’s about \$1068 total for black chairs. They will be plastic, 18 inches and the lightest chair at 11 lbs each.

>Michael: What is the timing? How do we let BEF know what we have done?

>CC: She was offered a 66% discount, we let them know what chairs we are purchasing.

- This is all to enable her to submit her grant. She came and presented, we are not funding it, she is welcome to return when she hears back from the grant if it is not approved.

Taryn:

- 3,000 items collected for the food and hygiene items and families have started to shop this week.

-Career Fair: She would like to request funds. She spent \$500 last year on career fair: preparing students for 1 month prior for the fair. Last year there were over 30 people from our community who joined us in our building and presented about their jobs. She exhausted her own budget of \$250. She would like \$400 to prepare and put on this event for the students. Money would go toward supplies for the event and for supplies to counsel the kids ahead of time. Signs, tablecloths, lunch for the people who come to volunteer, bags for students.

>Michael: \$ is available

>Allison (motion to approve \$400 this year and to add a line item to next year's budget), Essie (second)

>Essie: Do we have any TL tablecloths? Should we invest in some to have to use for the school? We will look into what we have and then decide if we would like to purchase some.

Wendy:

-Received a phone call from a parent today that they were concerned about the password to the directory being handed out. She just wanted to let us know that the concern is out there.

-The 5th Grade class would like to do a 5th grade talent show: either school day or PTC evening event. They recognize that this is a big event so they thought it would just be a 5th grade thing. They don't want to do tryouts. They were thinking maybe at an evening PTC event in May? Becky C: the gym is super HOT in May and we will need a huge industrial fan to cool the gym down. Becky S. Maybe we could do it before Bingo night? Brittney: Book Fair BOGO is in May and we haven't chosen an event for that night yet. Taryn: Amy Wick did a poetry slam a couple of years ago during the school day and it was really fun. Becky S. If it is tacked onto another event then we might get more people. Last year there was a Choir concert in the library during movie night and book fair and it worked really well. Cathy C: Doing a couple of acts, then do some bingo, then do a couple of acts, then bingo and pepper some acts in between.

-Meeting for the 4th grade fundraiser on the 30th and Becky will propose it to the committee and see if that would be a possibility to combine it with bingo night which is a school wide event.

-One last option: Taryn>Tiger TV could show off a couple of talents.

No PTC Meeting in December

Meeting adjourned: 7:07pm

Respectfully Submitted,
Essie Neeway, PTC Secretary 2023-2025