

## **Line Elementary PTC Meeting Minutes 2-8-17**

Attendees: Anastasia Ferguson, Shirley Keller, Brenda Wedgewood, Patricia Kafka, Heather Graffam, Kris Wescott, Melissa Knight, Tim Stinson

**Motion to Approve January Meeting Minutes:** Melissa made a motion to approve the minutes, Shirley seconded, approved.

**Treasurer Report:** Balance \$13,002.69

\$290.73 Pasta Love Around-came out to \$2.07 per person-total of 140 people attended

\$1.87 check owed to Patricia for ice cream sandwiches

\$500 paid to Rochelle Morrison for her scholarship-we have 3 more years of funds left

**Box Tops:** Next collection is Feb 15th for the March 1st deadline.

**Family Night:** Valentine's Cookie and Crafts- We need frosting and sugar sprinkles. We could use more heart decorating items. We should consider postpone/due to the weather. The only option is Monday the 13th. This conflicts with schedules. We agreed that we will cancel the event.

**Sea Dogs Game:** Slugger is coming with a player on 4/11. Ticket sales need to be determined. The game night is May 5th. We need to purchase supplies for the envelopes for all students. Selling dates will be 4/11-4/26. Melissa made a motion to approve \$60 to purchase 2 boxes of envelopes. Patricia seconded, approved.

**Dance Information Update:** DJ would be the biggest expense, and we have someone who will do it for free. Decorations and food will be the items of cost. Heather contacted Hannaford, if we present a letterhead with details on the community event, they will give us a \$50 gift card. We will need balloons, chips, cookies, juice, etc. Heather estimates cost to be \$152. We have not picked out a date for the dance. This will be a family dance, v. specific father/daughter or mother/son. We will have to have a custodian on premises. Tim will check to see if we can get that fee waived. We will need to get some volunteers for the event. If we do this on a Friday night, we have a custodian here until 10, so we will not have any fee. Friday, Apr 28th was proposed as a date for the event. Time from 6:30-8pm. Kris made a motion to set aside up to \$100 for the event. Patricia seconded the motion, approved.

**Book Fair:** March 21-23rd with family night on the 22nd. Melissa made a motion to approve \$200 for supplies. Brenda seconded, approved. Melissa will put a staff sign-up sheet for the family night events. Patricia asked to get some students from 5th grade to assist with the younger children creating their wish lists.

**Vendor/Craft Fair:** 4/8/17 from 10-2. We will likely need a custodian and Brenda will take care of completing the use form. Melissa has offered to assist with advertising. She asked for someone to volunteer to chair the event. Melissa has the vendor form and will put them online. Once the vendors sign up they will send their fee to the PTC and we will arrange the floor area. The advertising for this will be a fee that will need to be accounted for. The cost of advertising is roughly \$30-40 per ad/week. Melissa will do the fax work to get advertising over to the free resources.

**PTC By-Laws:** These were discussed at the executive meeting in January. Tim wanted to discuss the alteration to the by-laws. The request for funds process is something that he wants to clarify. Tim stated that staff has other commitments, etc. We are not changing the by-laws, we are rewording the by-laws for clarification. Tim mentioned that he feels that the funds are being under-utilized. Melissa noted that the funds are remaining from a good amount of time ago. It takes us quite some time to replenish these funds. PTC supplies in the closet-no idea where the items went. This was a gradual process where items were taken and not replenished. This was just clarification that if items were taken they should be replaced.

**Fundraiser for Next Year:** tabled for next meeting

**New Business/Suggestions:** Jen Callahan's parents work for Hannaford. We may be able to get some food items donated for next year's Pasta Love Around.

Joe Abbiati asked if the PTC will fund some items for Quaver, who is visiting in March. We can create a local basket of goodies that feature Limerick/Newfield items. Melissa makes a motion to approve \$100 for Quaver gift. Kris seconded, approved.

**Our Next Meeting will be held on Wednesday, March 8th at 4:30pm.**