

## **Line Elementary PTC Meeting Minutes 3-8-17**

**Attendees:** Anastasia Ferguson, Shirley Keller, Brenda Wedgewood, Patricia Kafka, Kris Wescott, Melissa Knight, Tim Stinson, Rachael Morin, Carol Haberman, Jennifer Durst, Marissa Cutter, Stephanie Judkins

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

**Pre K & K show:** Marissa Cutter advised that Rick Charette is performing at her son's school via the PTC. The cost is \$650. This is a 55 min show. This performance would be open to the entire school, however it would most likely apply to the younger kids. Marissa is making a request for funds for this performance. Kris mentioned that if we are opening this up to Shapleigh we may want to reach out to see if they will contribute to the cost of this event. Brenda made a motion to approve up to \$650 for the cost, Kris seconded. Approved.

Tim will reach out to the Shapleigh PTC to see if they would be willing to contribute to the cost.

**Motion to Approve PTC By-Laws:** Some changes were made to the By-Laws and need to be reviewed and approved. Melissa asked for clarification on the election of officers. There is nothing in the by-laws that outlines the attendance of meetings to be elected to an officer. Suggestion was made to amend the definition of who would be eligible for nomination. We had a discussion about the change which pertains to the auditing of treasurer books. We will edit that section to remove the President as the party who audits. This will become the responsibility of the Vice-President. The President will remain a joint signee on the account. We will amend the Executive Committee paragraph to reflect that we will meet once per school year v. prior to the school year as currently written. Final change was the cash receipts.

We will edit these sections and present the by-laws at a future meeting for review and approval.

**Treasurer Report:** Balance \$13,114

Vendor Fair \$275 collected so far, many are pending payment

Babysitting money from last month has not yet been cashed

Expenditures \$30.93 for 3 bags for Quaver Visit

\$50 gift card for Lucille

**Book Fair:** March 21-23rd with family night on the 22nd. We need volunteers and will republish the website. Staff sign-up sheet is in the office. Melissa will follow up for participation.

**Fall Fundraiser:** Decision on which vendor to use. Would we like to try moving Square One Art to the fall and use that as our fundraiser? Kris will reach out to see if that will be feasible. We will not hold another fundraiser in conjunction, just the Square Art. If they are not able to accommodate these dates, we will not have a Fall Fundraiser.

**Vendor Craft Fair:** 4/8/17 from 10-2. Things are going well with the planning of this event. We have about 30 applications. Brenda suggested that we have food at the event for sales. Carol mentioned the Massabesic Boosters. Brenda will reach out to them. Brenda will be doing a raffle table. Melissa mentioned that we should consider increasing the advertisement budget. The size that was approved is not large enough. Shirley made a motion to approve up to \$250 for advertising. Melissa seconded. Approved.

**Request for Funds:** Maggie Boemmels is seeking request for funds for Extraordinaires. This is mini studios that open up for use with design and story lines. The students use these to create projects. She would like to purchase a few kits. The total amount is \$199.80. Melissa made a motion to approve the funds for this. Kris seconded. Approved.

**Request for Reimbursement:** Carol Haberman is requesting reimbursement for items purchased for the Lip Sync Battle. The cost of the items was \$20. This was for the flags and wigs. Kris made a motion to approve this reimbursement. Melissa seconded. Approved.

**PTC Officer Nominations:** Nominations will be made at the April meeting. We will discuss this at the next meeting.

**New Business/Suggestions:** None

**Our Next Meeting will be held on Wednesday, April 12th at 3:15pm.**