

Myers Park High School PTSO Executive Board Meeting Minutes December 6, 2018

1. Call to Order – in attendance Jane Eubanks, Katharine Bolt, Kathryn Griffin, Carol Giardi, Shelby Patrick, Beth Moss, Catherine Hensley, Sarah Ryan, Mary Tinkey and Michelle Goins
2. Minutes from November 1, 2018 approved via email
3. Treasurer Report
 - a. Cash Balance and Income/Expenses – income at 99%. Everything balanced on QuickBooks.
 - b. Budget Changes/Approval
 - i. Motion made and approved change by \$200 to Programs budget to provide coffee/doughnuts for guidance events.
 - ii. Motion made and approved increase to tax return budget by \$300 to a total of \$800 to account for two bills in this year.
 - iii. Motion made and approved increase to staff gifts for next summer of \$500 up to \$3000.
 - c. Wish List Funding: Landscaping, Patio & Auditorium
 - d. No grant requests this month.
 - e. Substitute Request \$ - paid \$4600 from 11/1 through 11/16. Mark Bosco sent an email to the teachers they need to watch the days off.
 - f. Sallie Beason, Jane O Donoghue, Ashley Hewitt and Rebecca Grant have agreed to be on the Audit committee.
 - g. Discussed quarterly review of large expenses/purchases.
4. Annual Fund Report –
 - a. Net deposits of \$184,377. Number of donors has increased over last year to 574 so far. On track to make our budget and goal.
 - b. Considering adding PayPal fee on top of donation.
 - c. Communicating again in January and February.
5. Update from Other Groups:
 - a. **SLT**: Reviewed Equity Pathways Report
 - b. **IB Parent Board**: Trying to raise \$25,000 to send administrators and teachers to conference in New Orleans in July
 - c. **Mustang Club**: Coach Brian Gasiorowski will be new AD taking over on January 1st. Rick has received quotes to update equipment at stadium. Initial plans for major renovations of stadium, baseball, softball and practice fields were presented by architecture firm. The board will form small groups to explore. Concepts to streamline fundraising were presented.
 - d. **Foundation**: \$900,000 in pledges for Endowment. Looking for 4 to 5 new board members for next year. Considering part time help for administrative duties. Developing a Strategic Plan – Key Strategies Goals and Committee

Focus Areas. Held a 10th Grade Event with an okay turnout. 9th Grade Event has been postponed. Art for the Park will be held on February 2nd.

6. Old Business

- a. Mustang Round-Up (t-shirts) – still have \$ for t-shirts in the budget. Need to discuss with Mark.
- b. Policy and Procedures updates/changes – send changes to Jane and we will vote in January.
- c. Voted to approve the nominating Committee members:
Molly Macon, Bridget Browne, Christi Hays, Diana Jones, Christie Hinshaw, and Diane Crowther
- d. Prospective Families Program and Tours – 170+ people attended the November event.

7. New Business:

- a. My Name My Story – is 3/14 and 3/15. Open to all grades. Same dates as State DECA conference. Leadership training is late afternoon on 3/14. Change maker day is 3/15 all day during school. Mr. Murphy is heading up the club. Emma Small is the club president. Putting together a flyer for Mustang Express and IB Express. Working with the Programs committee to help.
- b. Committee changes for next year:
 - i. Membership (change this to include Sunshine Fund duties as well)
 - ii. Bulletin Board and Signs (change roles and responsibilities to change the campus signage)
 - iii. Media Relations (Consider taking this off of PTSO committee chairs).
- c. Note change of date for AP/IB Meeting and PTSO General Meeting – January 31st at 6:00pm

UPCOMING DATES:

JANUARY

| | | |
|---------|----------|---|
| Jan. 3 | Thursday | Executive Board Meeting (9am) |
| Jan. 10 | Thursday | PTSO General Board Meeting (9am) |
| Jan. 24 | Thursday | Prospective Family Tour (9:30-10:30am) |
| Jan. 31 | Thursday | AP/IB Program and PTSO Meeting (6-8:00pm) |

Notes for Next year:

- o Schedule Stuffing: If not online, help from Front Office Committee
- o Student packets going home via homeroom: make extra packets
- o Membership Chair's responsibility
- o Parent Socials – consider combining 9/10 and 11/12