

Deerfield Elementary PTA Executive Board Meeting Minutes
August 14, 2007 9:00am
President Tricia Morin House

Members Present: Tricia Morin, Marty Southworth, Shelly Rose, Ellen James, Annalee Dimond, Marci Lloyd, and Malisa Shimanek arrived late.

Welcome / Reading of Minutes. President Tricia welcomed everyone and went over the minutes for the June 5, 2007 Executive Board Meeting, the following changes were made with the Date for Back to School Night from September 15th to September 5th. Minutes were then accepted and approved.

Review of Budget: President Tricia went over the proposed new budget with the three following changes to be made. Under the income change “Walk-a-thon” from 10,000.00 to 6,000.00. Under expenses “Take Home Reading” to be changed from 500.00 to 850.00 to allow for the purchase of a computer to replace the broken one at the school. The “SEP Dinners / Teacher Kickoff Luncheon” to be changed from 850.00 to 900.00, with these changes the budget for the 2007 -2008 school year was approved.

It was mentioned about having 1 board meeting not 2 every month starting at 9:30am.

1. Everyone signed the Conflict of Interest Policy and The Basic Fiscal Management Procedure Forms. It was mentioned about the PTA will have Hoodies this year and not just the shirts for purchase, the 6th grade celebration needs to be better advertised maybe even on the PTA and Deerfield website.
2. Went over meeting at Deerfield lunch room at 11:00am for the Teachers Luncheon on Thursday, we will have 4 tables and 2 for food.
3. Menu was approved on with all bringing a desert for 2 dozen people we are feeding about 55, Ellen James will be purchasing all supplies from Costco.
4. Ellen James will be getting spoons, knives, and paper table clothes with a center piece for the tables.
5. It was approved that we get the teachers input on the different programs as for better communication.
6. It was approved that we ask for the teachers support in joining the PTA, as well as asking for Executive Boards member’s husbands to join where possible.

*Other topics that were discussed were that Commissioners give the people under them a copy of the new Calendar and the updated Budget, also be in charge of making a Volunteer sheet for the things they might need someone for Back to School Night.

*Back to School Night we need to be there at 6:30pm

*Ellen James asked about the Pictures / Awards person we are looking for on the Board and said she will talk with Joanna Lions about taking the Business Partnership position on the Board.

Calender of Events:

Back to School Night	September 5, 2007	6:30 pm	Deerfield Elementary
Executive Board Meeting	September 11, 2007	9:30 am	Deerfield Elementary
Room Parent Social	September 19, 2007		Deerfield Elementary
Reflections & Carnival	September 21, 2007		Deerfield Elementary
School Pictures	September 24, 2007		Deerfield Elementary
Iowa Testing	September 24-28 2007		Deerfield Elementary

Meeting Adjourned @ 10:15am

Minutes Accepted : _____ (date) _____ Secretary_____