



FOREST RIDGE PTA BOARD MEETING AGENDA

August 7, 2020-Tracy Zerinkas House & Zoom Call @ 7:00pm

Tracy Zerinkas, Regina Tarchala, Richita Jones, Tracey Breitbarth, Dawn Omiecinski, Darcy Alaska

1. Call to Order - Welcome Pledge at 7:05
2. Executive Committee
 - A. President's Business
 - i. Calendar Options
 - i. Everyone ok with what we sent out (dates/times/location/wording) - some modifications may need to be made from what Dr. McDermott sent out.
 - ii. Calendar of events-1 page document w/ PTA events sent out
 - iii. Sending to printer once approved & takes about 1 week to complete
 - ii. Membership
 - i. Charge - We charged \$10 last year and recommend \$12 this year with calendar. Goal is 300. If we sell 275, we will make an \$800 profit.
 - ii. Collecting Forms - We are working on a YouTube video of everything we have done. It will show what we have done and why we ask you to support PTA. Hoping to have that done next week. We will put our link on there and send out the forms. People can pay with a credit card. People can send cash or check.
 - iii. Member Hub
 - iv. Why join the PTA letter (Megan made)
 - iii. Open House
 - i. Virtual - Will be virtual
 - ii. YouTube video - PTA video
 - iv. By Laws
 - i. Vote them in at the Sept Board Meeting. Adjustments made in red. - Look them over in the next month as we need to vote these in. Last one was updated in 2016. If there are any questions, let Tracy know.
 - v. Meet & Greets w/Teachers & Staff
 - i. Welcome email & YouTube link - Tracy will send out an email to welcome them with the YouTube link. We will also include the form.
 - vi. Fill open board positions - all spots still open. Will reach out to the principals to see if they know anyone.
 - i. 2-V.P's @ Ridge
 - ii. 2-V.P's @ Kerksta
 - iii. Art Chairperson
 - iv. Membership Chairperson
 - v. Art is Smart- know anyone who's interested
 - vii. Election year
 - i. All positions up for election for the 21-23 year
 - ii. Nominating Committee - We will need a nominating committee. 2 or 3 board members and 2 outside people. Will get this for the next meeting. Elections are usually in March or April.
 - viii. Book Fair - Reached out to reps a few times, but they are not really working right now. Will most likely be virtual this year.
 - ix. Dine Outs - We will do every month.
 - x. Website - It is currently updated and has everything that we need. Will update with the new membership form.
 - xi. Amazon Smile & Food 4 Less - Will continue to do this.

- xii. Teacher Grants - Hold off on these so we have a little cushion
- B. Treasurer's Report
- i. Budget Overview \$3,298.72 beginning balance. Just will spend for taxes, website, insurance and admin stuff such as stamps. Took an idea of what was spent in the past. We are only really counting on the dine outs. Need to check with Food 4 Less to see if we need to sign up again. Budget committee will release the budget in December to see if changes need to be made.
 - ii. Treasure's Policy & Procedure - Tracey working on policy and procedure for the upcoming year.
 - iii. Tax Exempt - Tracy is looking into tax exempt. Tracy will share with everyone when this comes in.
 - iv. Audit - Tracey will reach out to the audit committee. Was waiting for the final, end of year balance before reaching out.
- C. School Vice President
- i. V.P.'s reach out to the principals to go over the school year. - reintroduce yourself, go over what is planned, etc.
 - ii. Teacher & Staff Lunches - Send one out in the middle of the year. October/November. Can we cater lunches for the teachers to take on their way home?
- D. Ways and Means
- i. Shirts- Does anyone need shirts. We can put in an order before our time is up (October).
 - ii. ...Roller Skating-Lisa - Lisa will reach out to them to see what they are doing. We can cancel the first one and will remove it from the agenda.
 - iii. ...Dine-Out (Two Sisters)-Tracey will reach out to see if they will do it. If not, Oberweis.
 - iv. BOO-inog/Trunk or Treat (Fall event) - More than likely, we will need to cancel this. We can do a scavenger hunt.
 - v. Haunted Hayride @ Forest View Farms-Dawn - Most likely this will be canceled.
 - vi. Dominos reached out and said they have a virtual program. It would be an online virtual event.
3. New Business - Tracey will look into any sort of PTA grant that may be available due to COVID.
4. Closing and Adjournment - Meeting adjourned at 8:00