

Mabry Elementary – PTA Executive Board

Meeting Minutes for December 5, 2016 Meeting

An Executive Board Meeting was held on Monday, December 5, 2016 commencing at 8:05 AM in the Mabry Elementary Cafeteria. The following PTA Officers and Board Members were present:

Principal	Sherrri Frick
President	Melissa MacKinnon
1 st VP Ways & Means/Walkathon	Cristina Blunt
Corresponding Secretary	Nikki Armstrong
Recording Secretary	Melissa Carlson
Assistant Treasurer	Jennifer Chan
Auction Chair	Kelly Hageman
Hospitality	Courtney Gilner
After School Enrichment	Jessica Costello
Student Activities	Arianne Corbett
Curriculum Enhancement	Heather DePalma
Faculty Liaison	Christa Henderson
Advocacy	Joni Higgins
Volunteer Coordinator	Kellie Haber
Homeroom Parent Coordinator	Jennifer Rubin

I. Welcome and Call to Order

The President welcomed board members. The meeting was called to order at 8:05 a.m.

II. Approval of the Minutes

The minutes from 11/7/16 were approved.

III. Officer Reports

*Due to a time conflict, Advocacy report was given at the beginning of the meeting.

- a. Advocacy: Joni Higgins addressed what is being done about the antiabortion protestor. The protestor knows what she is legally allowed to do. There is a meeting today with the superintendent of Hillsborough County Schools, School Board members, city attorneys, City Council members, and PTA members from other schools where she is protesting. A coalition is forming to address this issue, and find a way to stop her. It was suggested that we have a point of contact to represent our school. Jennifer Rubin suggested we receive a follow up letter so we as a community know what is being done to address this issue. Principal Frick said our focus remains security. Joni said there may need to be statute changes, and that's where the attorneys come into play. It was suggested that every South

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- Tampa PTA President send a letter to the State legislators addressing our concern. Joni said new legislation could be introduced in the next few months. It was suggested that we may need two point people, one to manage strategy and the other to communicate to parents steps being done to address the situation. The main focus in our efforts need to be collaborative in nature. There is strength in numbers and Joni stressed that important part in all we do.
- b. President: Pavilion Improvements: The President said progress is underway. We have budgeted approximately \$30K of the \$44k. With the remaining funds for the project the President recommended: 1. Pavilion posts will be painted green to help them blend in, which is \$500. 2. Along the fence by Coleman we added a bench that is going to be shaded by six Foxtail Palms that will be irrigated for \$2,500. 3. New sod has been planted all around the benches for \$5K. After a short discussion, the board agreed to move forward with the remaining recommendations. The President also stated that we still want to upgrade the lighting and the electrical, but these upgrades need district approval, permitting, and will cost more money. We may make that a priority at the end of this year. It is a work in progress so please hold off on judging until it is done.
- i. Cristina Blunt suggested solar panel for the electrical. Also she proposed a native tree instead of foxtail palms for shade.
 - ii. Woolly pockets could be permanently attached or removable. Executive Board members present voted for them to be removable to prevent theft when school is not in session.
 - iii. It was suggested to have each class plant a woolly pocket by the end of the year, then have the Green Gang Gardeners responsible for maintaining them.
 - iv. Holliday Gathering: The President stated we will have a New Year's party the first Thursday in January which is January 5, at 7:00 p.m. for PTA Executive Board and members on committees and subcommittees. Courtney Gilner is helping organize the event.
- c. VP Volunteers and Membership: The President reported. She said Kellie Haber is doing an awesome job with events for volunteers. A Sign up Genius has been instituted for community service hours for Plant High students to help with our events. Plant students are coming on Thursday night to assist with the art show. The President also stated she discussed the membership line item for income with our VP Brandi Whitney at our last General Membership Meeting. Our income as reflected on the current budget for membership is too low compared to the number of members we currently have and the cost of members. We need to look to make any corrections as needed.
- i. For Thursday's Art Show, teachers will be asked not to park in the lot where the dinner tables will be set up in the gated faculty lot.
- d. Treasurer's Report: The Treasurer's Report was delivered by the President. All committee members were asked to review their budgets and make sure that contact their committee chairs to ensure all reimbursements are sent and completed.

- e. VP of Ways and Means: Cristina Blunt said we have corporate matches that are continuing to come in. They can take a long time to come in. Also we need to ensure that our Treasurer, Christine, is doing the tracking for the Amazon Smile account money. Cristina said the Village Inn and Barnes & Noble spirit night is this January. This spirit night has a great return of revenue for the school. She said that the Fritzzy Brothers party for the Walk-a-Thon was a huge success.
- f. Corresponding Secretary: Nikki Armstrong reminded members that communications for Mabry Minute are due by Thursday. It is easy to synch up to your iPhone.

IV. Committee Reports

- a. ASE: Jessica Costillo stated that ASE registration is January 9-12. It opens at 6pm and 7pm respectively to stagger the registration. January 30 is the first day of ASE classes.
- b. Administrative Report: The Principal stated the Monday after winter break is a teacher work day and there are no classes. Classes resume on Tuesday.
- c. Student Activities: Fall Family Dinner: Arianne reported the Fall Family Dinner and Art Show is this Thursday. The art show will be in the cafeteria. Three food trucks will be serving food. All of the food trucks will offer a healthy kids meal for around \$5. Teachers will need to park elsewhere that morning to allow for set-up in that faculty lot.
Walk to School is this Wednesday. The President suggested captains give spirit sticks out to participants at their meeting locations. Teachers will have sign-up sheets in their classrooms for students who plan to walk. Arianne said the wellness team is coming together.
- d. Donuts with Dad: The President said Nelson Bosque would like to have another Donuts with Dad event in January. The President will coordinate a date for this with the principal. January 24th was proposed as a potential date.
- e. Kindergarten Round-up is January 19th at 8:30 a.m.
- f. Auction: Kelly Hageman reported that 800 letters have been sent to businesses soliciting auction donations and sponsorship opportunities. Now we follow up with the businesses to see about donations. We need volunteers to solicit businesses online for donations. We are in full donation collection. Any family who donates, their student(s) will receive a spirit stick.

V. Unfinished Business:

Bylaws: The President said a committee needs to be formed to review the bylaws. Propose we have a bylaw committee that reviews what we have and comes to our Executive Board January meeting on the 9th to review the changes. We can vote to approve revisions. Heather DePalma will chair the committee. Christa Henderson is on it as school representative.

VI. New Business

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The President said there is a new PTA gift card expense form for gift cards for teachers. This form is to help us keep track of gift card purchases and distribution for auditing purposes.

VII. The meeting was adjourned at 9:14 AM.

/MSC

Melissa Carlson, Recording Secretary

Approved As:

Date: _____

Read: _____

Corrected: _____