

Meridian Park Elementary PTSA  
Board of Directors Meeting  
APPROVED MINUTES  
January 7, 2014

**Call to order**

The Meridian Park Board of Directors meeting was called to order at 6:05 PM by Kim Ositis, President. Members had been informed of the meeting through the MP and PTSA websites and the MP Blast. Those present are listed on the attached attendance sheet.

**Welcome and Introductions**

Everyone knew each other; no introductions were necessary.

**Secretary's Report**

Committee reviewed December 2013, Board of Directors meeting minutes. Two changes were recommended, including wording ("treasurer's report" instead of "budget") and a name spelling correction. A motion was made and seconded to approve the minutes with the two changes. The motion was approved.

**President's report**

- Kim reported that she met with Sharon Suver-Jones, Accounting & Business Manager from Shoreline School District. They talked about ways that the PTSA can streamline working with vendors by using the district's vendors, contracts
- Kim reported that the audit committee has met and is gathering information

**Treasurer's report**

Adrienne shared the treasurer's report, which is attached to these minutes

- Adrienne indicated she is waiting for bank statements in order to balance the account; she was told she can get them from KeyBank, which she agreed to pursue
- Classic car show line in budget: funds from before July were carried over but still not reflected as this year's income in QuickBooks; the amount does not reflect the full amount made on car show
- Fall fundraiser line: Tracey indicated she believed we have \$2,000 more than what shows on report
- Adrienne will continue to work on the carryover issue in QuickBooks
- Kim suggested planning a budget retreat to discuss some of the questions that have come up about the budget

A motion to approve the report was made and seconded. The treasurer's report was approved

**Vice President Updates and Committee Reports**

### Clubs and Classes:

No updates

### Events:

Talent show:

- The show is on 1/17; dress rehearsal is on 1/16; both are at Shorecrest
- Tracey asked about concessions for the talent show; Tracey and/or Kim will talk to Holly DeGrazia about it
- Kim is wondering if there are PTSA membership envelopes available, as these were supposed to go in the talent show programs
- Kim asked if somebody would be willing to man the membership table at the talent show. A suggestion was made to ask Hillery, the membership chair; Kim will check with her

Drama club: Parent informational meeting will follow general membership meeting tonight

Car Show:

- Dana reported on the Chamber of Commerce luncheon that she and Marty DeGrazia attended
- A manager from Frontier Communications who attended the Chamber luncheon showed much enthusiasm for the car show and expressed an interest in sponsoring the show
- Marty is willing to get together with a small group of people in January to begin planning; In March, there will be a request for volunteers
- A Shoreline business directory was handed out at the luncheon. Dana suggests using this to find sponsors
- Kim suggested that Marty make a Facebook page for the car show
- Kim reported that the thank you notes for car show are done

Mariners' night: Kim informed the board members that there are two possible dates for the MP Mariners' night, May 9th or May 23rd. The board chose May 9th.

### Committee Updates:

Grants:

No updates

Membership:

Kim reported that there are currently 108 PTSA members; there were 208 at end of last school year

Communications:

- The Cheetah Chatter deadline is Friday, 1/10/14
- Emails: Jennifer Kleyn asked if the board members planned to use the MP PTSA gmail accounts that were set up by Frank Kleyn. All board members who were present indicated that they plan to use their accounts.

Legislative:

The PTSA levy support will be discussed at the general meeting; no other updates

**Unfinished business**

A skating party is planned for 2/13/14, 6-8 PM @ Lynnwood Bowl and Skate

**New business**

None

**Adjournment**

6:32

Jennifer Kleyn

Meridian Park PTSA Secretary