Co-Presidents, Joanne Snarski & Tad Devitt [president@bhspta.org](mailto:president@bhspta.org)VPs Membership/Activities, Geia Roberts and Crystina Smith [membership@bhspta.org](about:blank)

VP Fundraising, Priscilla Powers[fundraising@bhspta.org](mailto:fundraising@bhspta.org)Secretary, Wendy Wyatt[secretary@bhspta.org](about:blank)

Treasurer, Sara Messmer[treasurer@bhspta.org](mailto:treasurer@bhspta.org)VP Communications, Carly Brettmann[communications@bhspta.org](about:blank)

**General Membership Meeting**

**Wednesday, November 13th 2019 6:15pm in BHS Library**

**All board members in attendance. A quorum was present**

1. Welcome: Meeting kicked off with a “friendsgiving” potluck. Membership was thanked for their participation at this and other school events. Meeting called to order by Joanne at 6:10
2. Secretary’s Report
   1. September minutes: membership had no corrections for September minutes. Minutes will be filed as posted.
   2. Board discussed our current insurance policy and made a unanimous vote to renew our existing policy as is. Membership had no questions or comments regarding the PTA insurance policy. New policy will take effect 12/1/2019.
3. Presidents’ Report
   1. Meeting schedule for 2019/2020 school year: Meetings will be held bi-monthly until April, at which time we will meet monthly due to the volume of end of year business. Our next meeting will be held January 15th with the Superintendant in attendance.
4. Fundraising Report
   1. Box tops report: Raised approximately $250
   2. Outback night:
   3. Upcoming read-a-thon: 2 weeks long held over Thanksgiving break, look for information in Harbor Highlights
5. Treasurer’s Report
   1. Financial report/Budget report: Sara reviewed our recent (year to date) spending as well as income. Budget report is attached. A cash flow statement was presented to give a picture of when money is coming in and out. This information informs how much excess funds the PTA has available to fund programs beyond our existing budget. Currently we are running at an approximate $3700 excess (projected for the year) with a negative budget of $3000 for the 2019-2020 school year. Membership discussed the need to increase revenue or decrease expenses in order to not deplete all surplus funds in the coming years. Membership and teacher feedback on this topic would be greatly appreciated before our budget meeting in the spring.
6. Membership/Activities’ Report:
   1. Skateland report and feedback: options were presented to membership to have Skateland events quarterly as an activity or participate in a monthly “PTA night” fundraising event. Membership asked a few questions and will be presented with a survey in the near future.
   2. Frozen 2 night: membership expressed enthusiasm for this event. Around 100 have signed up.
   3. Membership numbers
   4. Holiday gift bazaar: Angela Harmier will be organizing this annual event. Look for opportunities to donate items and a sign up to assist the day of the event. Angela mentioned that she is currently collecting photos for the yearbook which will be available in the spring.
7. Communications’ Report: Please communicate via the communications PTA email address if you have any additions for Harbor Highlights
8. School Play proposals: The play committee presented our options for our school play, see attached documents.
9. Principal’s Report: Jen Brotherton suggested keeping up with Harbor Highlights as there are many upcoming events. Teachers/staff met to discuss the rehaul of schedules in order to allow teachers more planning time and allowing for more intervention time by extending lunch/recess. This will take effect after the Thanksgiving break. Mrs. Brotherton expressed gratitude for the flexibility and willingness of the teachers and paraeducators for being flexible and committed to the children.
10. New Business
    1. PTA needs a laptop: Laptop would be used by the PTA secretary and treasurer and would replace the PTA iPad which has been broken beyond repair. Funds will be moved from a yet to be determined line item as this is not an expense that was budgeted for in last year’s budget. We hope to get this item before the next meeting and determine where the funds should be moved from at our next meeting. Membership had no comment or questions.
    2. Nomination committee: Joanne discussed the role and responsibilities of a nominating committee. We are looking for volunteers by January, please let us know if you are interested, we are looking for 3 people.

Meeting adjourned at 6:55