

EMS PTA General Meeting Minutes
November 29, 2018 – 9:00 am – Room 12

1. Call to Order & Introductions – Dana Reif

Dana called the meeting to order at 9:08 am and all in attendance introduced themselves. 8 people were in attendance for this meeting, including PTA Board members. (See sign in sheet for complete list of attendees).

2. Presentation of Previous Meeting Minutes – Linda Hauptman

Linda presented the October 18, 2018 General Meeting Minutes for approval. The Minutes circulated during the meeting prior to vote for approval.

3. President's Report – Dana Reif

A. New Secretary Introduction:

Dana introduced Linda Hauptman as the new Secretary, taking over for Nicole Piatt.

B. Committee Updates:

- i. **Craft Fair:** The craft fair is 12/8/18. The Fire Marshall's office issued the permit for the fair and the inspection is scheduled around 7:30am the day of the event. Jennifer Collins will supervise the bake sale table. Breakfast and lunch from Hello Deli and Golden Pride will be sold. A coffee trucks will be parked out front. Ads in the Albuquerque Journal and on Koat 7 have been placed. Donations for the wrapping table were requested. A sign up genius will be sent out for donations. Volunteer planning meeting is 11/30/18 at EMS at 9:30am in Room 12. Instructions on assisting vendors on policies and procedures will be given to volunteers.
- ii. **Motion to approve an increase in budget for purchase of signs:** Dana Reif moved to approve the increase in the budget for 50 reusable black and white signs to advertise the craft fair from \$263.50 to \$462.50. The motion was seconded by Victor Sanchez and approved unanimously.

4. VP of Fundraising's Report – Paige Feuchter

A. Direct Donation Update/Recap:

Currently \$9,906.06 has been raised in Direct Donation funds. Results for the class donut parties were 6th grade – Sanchez; 7th grade – Hahn; 8th grade – Tipton.

5. VP of Membership's Report – Nicole Piatt for Diane Lopez

A. Current Membership count:

Current PTA membership count is 75, 38 of which are EMS staff members. A request for a table top sign that notifies persons that this function i.e. staff appreciation luncheon, is sponsored by EMS PTA. Also, membership forms placed next to the sign.

6. Treasurer's Report – Nicole Piatt:

A. Current bank balance & major spends in the last month:

\$35,611.75 as of 11/29/2018.

Vendor fees for craft fair booths brought in \$6,915.

Expenses were Brain pop - \$1,795; Kagan Training - \$7,222; Mini grants – \$2,076.17.

B. Book Fair revenue report:



The fall book fair brought in \$5,605.69 with a fee of \$1,500.

C. Website:

Nicole unveiled the new PTA website. It went live on 11/29/18. The website address is ems-pta.com. The Craft fair will no longer have a separate page, but will be included on a separate tab on the new website. Vistaprint allows for Google search keywords for prospective vendors and visitors to easily find the website regardless if they're just looking for the EMS PTA or the Craft Fair. Also, Vistaprint allows more events on the home page. A request for pictures from persons associated with the school to put on website will be put in future newsletters.

7. Secretary's Report – Linda Hauptman:

A. Motion to Approve Previous General Meeting Minutes:

All members reviewed the October general meeting minutes. Nicole Piatt moved to have the previous meeting minutes approved. The motion was seconded and approved unanimously.

8. Principal's Report – Victor Sanchez

Pre-Registration for 2019-2020 school year will take place during the spring parent conferences. It will be paper registration, not online to rule out duplications. Eldorado HS will start their registration 3/5/18, online for 8th graders. The IC is discussing the idea of having a school showcase for prospective students and their families. Details to be determined at a later date.

9. Adjournment:

Dana moved to adjourn the meeting at 10:00 am. The motion was seconded and approved unanimously.

EISENHOWER MIDDLE SCHOOL PTA

MEETING DATE: Nov. 29, 2018

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