

Farmington River Elementary School PTA MINUTES August 10, 2023 7pm

Officers present: Cecily Goulange, Trisha Tetreault

Members present: Karema Almeida, Dana Pustinger, Jennifer Hibbins, Aimee Magovern, Jen Catolane, Katie Murray, Erika Chait

Meeting called to order at 7:01pm

President's report: No minutes available to review. Minutes will be sent in advance of September meeting.

August 22 Mass PTA Health Seminar discussed, speakers shared and invite sent via email.

Vice President's Report: Phil unable to attend. Need to decide Fall Fundraiser company and dates; dates adjusted one week earlier from LY. Phil Magovern recommends using Meadow Farms. Trisha Tetreault also recommends continuing with Meadow Farms.

Motion to move fwd with Meadow Farms for dates September 18 to October 6 made by Trisha Tetreault, seconded by Aimee Magovern. Vote passes unanimously.

Treasurer's Report; No financial report, as there was no financial activity in the month of July.

- Reimbursement Guidelines attached to agenda email. Guidelines in place to ensure money is paid out in a timely manner and to support easier flow of money in and out for treasurer and members. See [guidelines](#) for more detail.

Carryover Business:

- Secretary recruitment ongoing; Aimee Magovern brought up question of whether we need detailed minutes or whether we can provide audio recordings. *(CG note: Later inquiry to Mass PTA advise that written minutes in the form of annotated agenda suffices for records keeping.)* Further discussion on audio transcripts, etc.
- Field Day Shed cleanup: Saturday, August 12 at 8am

New Business:

- Chalk the Walk for BTS: Tuesday, August 29 at 5pm
- Welcome back for teachers / students; discussion on what day to celebrate. Oatmeal bar breakfast decided. Aimee noted the need to tell teachers the plan ahead of time, shared perspective from teaching experience to drive decision on day. Monday preferred, if all teachers & staff will be present. Execution team: Katie Murray, Aimee Magovern, Erika Chait, Cecily Goulange. CG will follow up with email.
- Water bottles for new students, Erika Chait to execute
- **Not on agenda:** Trisha Tetreault discussed preschool orientation visit from PTA. Aimee Magovern reviewed what the conversation in classrooms has been. Cecily

Goulange and Katie Murray to visit Kindergarten orientation, Trisha Tetreault and Aimee Magovern to visit preschool.

- Back to School Night: Aimee suggests prizes for new member signups. Trisha suggests a prize wheel. Motion to purchase wheel made by Jen Catolane. Seconded by Aimee Magovern. Motion passes unanimously.
 - BTS Night volunteers: Trisha, Cecily, Denise Hardie
- September proposed meeting date: Sept 21. Motion to move meeting to proposed date made by Aimee Magovern, seconded by Jen Catolane. Passes unanimously.
- **Not on agenda:** Jen Catolane suggests monthly PTA event, such as dodgeball, tag, etc.
- **Not on agenda:** Trisha raises BTS Night dinner for teachers, Questions raised about whether we have supported this in the past. Members determined that we would make fundraising suggestions to 6th grade advisor and forego PTA-sponsored dinner.
- **Not on agenda:** Aimee brings up informal playgroups to benefit new families. Discussion on a non-PTA sponsored playgroup before school starts. Adding playgroups to September agenda.
- **Not on agenda:** Dana reminds on tax-exempt status renewal, expires in October.

Motion to adjourn made by Trisha Tetreault at 8:13pm. Seconded by Aimee Magovern. Passes unanimously.