

MINUTES OF THE BRIDGE PTA EXECUTIVE COMMITTEE MEETING

Held on May 4, 2011 at 1:35 pm at Conference Room 1, Bridge School, 55 Middleby Road, Lexington, MA.

PTA Executive Committee Members Present:

Rebecca Reynolds Moore (Co-President), Justine Wirtanen (Co-President), Tricia Weisberg (Treasurer), Suzanne Lau (Secretary), Stephanie Mitzenmacher, Victoria Campos and Laura Schroeder.

Absent:

Guorong Zhu and Cathy Smith.

PROCEEDINGS

1. Welcome

Rebecca called the meeting to order at 1:35 pm.

2. Minutes from April 13, 2011 Meeting

The vote to approve the Minutes for the April 13, 2011 Bridge PTA Executive Committee Meeting was postponed. The EC will vote by email next week after all the committee members have reviewed the Minutes.

3. Treasurer's Review/Fundraising review/Wishing Well Update

Tricia reviewed the year-to-date numbers for 2010-2011.

- Teachers Purse and Mini-grant reimbursement deadlines have now passed. Both programs are below budget.
- Wishing Well deadline for re-imbursement was April 30. Wishes granted were a total of \$10.7K. This was below budget. Some wishes may not

have been claimed. The EC agreed to extend the deadline to May 6, 2011 to ensure that all teachers and staff have enough time to submit for reimbursements.

- EC approved additional funds via the wishing well to grant the higher than anticipated cost of materials for Lucia Gates.
- Spring Fling catering expenses have still not been submitted, Laura will follow-up.
- Fundraising – will examine all fundraisers for the year. There will be a PTA Fundraising Meeting on May 9, 2011 at 10:30 am at Rebecca’s home – all are invited. The PTA would like to raise an average of \$5000 per year for the general fund.
- Committees are expected to use the copier in the parent room where possible. The PTA will provide plain white paper but expects committees to provide colored paper as needed.
- Mini-grants of \$700 were not claimed.
- Current cash reserve is equivalent to about 2 years of expenses.

4. Bridge/Bowman Renovation

- PTA will plan to set up a meeting with Pat Goddard to discuss the renovation process, the timeline for the construction and the architectural planning process.
- PTA will plan to have an information table at Field Day (June 17)

5. SPARC/Enrollment Update

- Bridge has 538 students as of 4/27/ 2011

6. Upcoming Calendar/Events

- Field Day will be on June 17
- 4th Grade Mexican Fiesta will be on June 10

- Volunteer appreciation event at Field Day on June 17 – thanks to all volunteers (any role) during the year.
- Parent Coffee Connection with Dr Ash, Superintendent Lexington Public Schools, will be scheduled (proposed date of June 15).
- PTA Chairperson’s Reception tentatively scheduled for June 9.

7. Other topics

- Reviewed Committee Chair status for 2011-2012.
- Fish tank – 29-gallon fish tank has been purchased. Out-going 5th graders and current 4th graders have been invited to choose a fish.
- EC is accepting recommendations for additional PTA EC members for next year. Current officers and EC committee members will continue serving next year (2nd year of two-year term).
- YES program – needs a Chair for next year –email will be sent via room parents to current 3rd grade parents.

8. ACT and the Walk for the Arts

Guest Ami Stix made a wonderful presentation about the importance of ACT in bringing fine arts to the Bridge community and the Walk for the arts in raising funds to self-fund this effort. Committee Chairs have been identified for organizing ACT next year, but the PTA is still looking for a Chair for the Walk for the Arts. Detailed job descriptions for each of the volunteer positions have been prepared by the current Walk committee. Ami is happy to help in facilitating a smooth transition. The PTA and all of the Bridge Community join the EC in thanking Ami for her many years of enthusiastic and tireless work in bringing ACT to Bridge.

Meeting adjourned at 3:10 pm.

Next Executive Committee Meeting Date: June 1, 2011 1:30-3:00 pm, Conference Room 1 at Bridge School.

Minutes Submitted by PTA Secretary: Suzanne Lau