

## MINUTES OF THE BRIDGE PTA EXECUTIVE COMMITTEE MEETING

Held on October 12, 2011 at 1:10 pm at Conference Room 2, 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), Laura Schroeder, Guorong Zhu, Sue Kingsbury and Cathy Smith.

Absent: Stephanie Mitzenmacher and Victoria Campos

### PROCEEDINGS

#### 1. Welcome

Rebecca called the meeting to order at 1:10 pm.

#### 2. Minutes for August 23, September 7 and September 14, 2011 Meetings

The amended Minutes for the August 23 (prepared by Justine) and September 7, 2011 EC meetings and the September 14, 2011 General Membership meeting were unanimously approved.

#### 3. Budget Review

Tricia reviewed budget for 2011-2012.

- a) Current income from donations, Target (2010/2011 activity) and advance sales for the Monstah Mash were reviewed.
- b) Teacher's purse – 9 teachers have requested reimbursements to date.
- c) Un-cashed checks dated over one year have been written off
- d) Laura and Sue will head the Mini-Grant program this year. Set a deadline of Monday November 14 for Mini-Grant proposals to be submitted.
- e) Need to more clearly define PTA-sponsored enrichment programs.
- f) PTA will again sponsor a team for the LEF Trivia Bee.

#### 4. EC Administration

- Remaining 2011-2012 EC meetings will be from 1:00 – 2:45 pm as follows:
  - Fall 2011, Wednesdays at Bridge Conference Room 2, on 11/16, 12/7
  - Spring 2012, Tuesdays, at 69 Prospect Hill Road on 1/10, 2/7, 3/6, 4/3, 5/8, 6/5
- b) Committee Chairs have been finalized. Rebecca will send out a welcome email to all Committee Chairs. Please note that flyers must now be delivered to the Main office for distribution in 24 groups of 25 flyers each. Include extra copies to keep in the Main office for absentees.
- c) Membership – PTA has received 260 memberships out of approximately 350 families. We continue to encourage families to join the PTA to receive the student directory. Student Directories were distributed this week.

## 5. Fundraising Events

- a) Fifth Grade Activities Monstah Mash Halloween Fundraiser on October 15 is in the final stages of organization and promises to be a memorable and fun event.
- b) Square 1/ACT fundraiser is underway. Classes have been completing pictures. Due date is October 20 for artwork to be submitted. Merchandise ordered will be delivered on December 16.
- c) Spiritwear – Order forms will be distributed shortly. Several new items have been included.
- d) Map Night and the Asia Café is on October 26. The Map will be in the gym – socks are required to enter. The Café and entertainment will be in the cafeteria. Spiritwear will be accepting orders. Twenty student/parent pairs are allowed in the gym at a time to view the map. There will be information on the BB renovation in Mr Cavatorta's classroom.
- e) Sally Foster gift wrap fundraiser will be launched shortly.
- f) Barnes and Noble fundraiser is planned for November (tentative date is November 18).
- g) Stop and Shop fundraiser is underway. There will be a Wagon Wheel promotion for the holidays.

## 6. Upcoming events

- a) Monstah Mash on Saturday, October 15
- b) Asian Map Night on Wednesday, October 26

## 7. METCO

Deb Sabin has had difficulty identifying host families for new METCO students this year and is in need of support. Bridge had several new METCO students in upper grades this year.

## 8. WEBSITE/Bridge2Home/Communications

The new LPS Bridge school website was launched. The Bridge PTA will continue to maintain its own website focusing mainly on PTA activities and events. There are separate event calendars on the LPS and PTA websites and Gail Barbera has a calendar of reserved space at the school in the Main office.

## 9. Bridge/Bowman Renovation – 2012 Debt Exclusion Update

There will be a November 14 Town Meeting vote at Cary Hall 7:30 pm on whether to include the BB Reconstruction article 2 in the town warrant. If this is approved, then the debt exclusion vote will take place in January 2012.

Meeting adjourned at 3:00 pm.

Next Executive Committee Meeting Date: 1:00 – 2:45 pm on November 16, 2011,  
Conference Room 2 at Bridge School

Minutes Submitted by PTA Secretary: Suzanne Lau