

Minutes of the Bridge PTA Executive Committee Meeting

Held on August 1, 2012 at 7:30 pm at Justine Wirtanen's home, 37 Fairbanks Road

PTA Executive Committee Members Present:

Rebecca Moore (Co-President), Justine Wirtanen (Co-President), Tricia Weisberg (Treasurer), Stephanie Mitzenmacher (Secretary), Lisa Dinsmore, Laura Schroeder, Sue Kingsbury, Christie King, Cathy Smith, and Nimisha Asthagiri

Guest: Nancy Tentido, Membership Chair

Absent: Guorong Zhu

1. Welcome
 - a. Meeting called to order at 7:40 pm
2. Budget Review - Trisha reviewed budget for 2012-2013
 - a. Membership donations and directories revenue projections for the years are \$5000.00
 - b. Budget for book fair has been lowered to \$5000. 5th Grade Activities Budget changed to \$10,000.
 - c. Wishing Well Budget changed to \$2000.00
 - d. Hospitality budget will not change but how and when to incorporate teacher luncheons will be discussed with Principal Colella.
 - e. Based on previous year's spending Teachers' Purse lowered to \$4000.00.
3. Online Membership Launch Update
 - a. Jane Change and Nimisha Asthagiri have set-up an on-line process using PayPal and credit cards for membership renewals and donations.
4. Committee Chair Update
 - a. Spring Fling is still in need of a committee chair
 - b. Sue Kingsbury will send updated committee chair list and send to EC.
5. Fundraising
 - a. The Book Fair fundraiser will take place despite Bridge Renovation and has been scheduled by Cathy Smith.

6. Schedule of Executive Committee meeting dates for 2012/2013.
- a. Unless otherwise noted, meetings will continue to be scheduled for the 2nd Tuesday of the month from 1:30 to 3:00 pm at the home of Tricia Weisberg, 69 Prospect Hill Road, Lexington Ma.
 - b. Two evening meetings were scheduled to include the broader PTA membership.
 - c. Next EC Meeting is scheduled for August 23, 2012 at 7:30 pm at the home of Tricia Weisberg, 69 Prospect Hill Road, Lexington MA.

#	Date	Time	Location	Details
1	AUG 23, 2012	7:30 pm	69 Prospect Hill Road, Lexington MA	Vote to approve budget
2	SEPT 11, 2012	1:30 to 3:00 pm	69 Prospect Hill Road, Lexington MA	
3	OCT 15, 2012	7:30 to 9:00 pm	TBD	PTA membership invited to attend an informational meeting
4	NOV 13, 2012	1:30 to 3:00 pm	69 Prospect Hill Road, Lexington MA	
5	JAN, 2013	---	---	No meeting scheduled
6	DEC 14, 2012	7:30 to 9:00 pm	TBD	PTA membership invited to attend
7	FEB 12, 2013	1:30 to 3:00 pm	69 Prospect Hill Road, Lexington MA	
8	MAR 12, 2013	1:30 to 3:00 pm	69 Prospect Hill Road, Lexington MA	
9	APR 9, 2013	1:30 to 3:00 pm	69 Prospect Hill Road, Lexington MA	
10	MAY 14, 2013	1:30 to 3:00 pm	69 Prospect Hill Road, Lexington MA	
11	JUNE 10, 2013	TBD	TBD	Evening meeting for PTA membership

7. Other calendar items for August
 - a. August 27 the Bridge PTA has arranged for a teacher luncheon to be delivered to the school.
 - b. August 28 – First day of school! Parents are invited to attend a welcome back breakfast from 8:45 to 10:00 am. Parents will have the opportunity to sign up for volunteer opportunities as room parents or committee volunteers.

Online Membership Launch Update

8. 300th Committee Update
 - a. Lee Noel Chase and Mary Lee Palmer are representing Bridge with the 300th Lexington Celebrations.
9. 5th Grade Committee Update
 - a. **See budget update.
10. Teacher Luncheon / Hospitality Budget
 - a. **See budget update.
11. Fall Parent Social
 - a. Suggested dates are October 12th or November 2nd with Waxy O'Connor's as a possible location.
 - b. Justine Wirtanen and Sue Kingsbury will confirm location and date.
12. Renovation Update
 - a. None – updates will be coming from Principal Colella.
13. Wrap – Up
 - a. Meeting adjourned at 9:30 pm

Next Executive Meeting will be held on August 23rd, 2012 – Please see meeting grid for more information.

Minutes Submitted by PTA Secretary: Stephanie Mitzenmacher