

## MINUTES OF THE BRIDGE PTA EXECUTIVE COMMITTEE MEETING

Held on Tuesday, August 27, 2013, 7:30 PM at the Tricia Weisberg's home, 69 Prospect Hill Road, Lexington MA

PTA Executive Members Present: Sue Kingsbury (Co-President), Cathy Smith (Co-President), Tricia Weisberg (Treasurer), Stephanie Mitzenmacher (Secretary), Laura Schroeder, Christy King, Lisa Dinsmore, Guorong Zhu

Absent: Nimisha Asthagiri

Proceedings:

- 1) Meeting Called to order at 7:37 by Sue Kingsbury
- 2) Stephanie Mitzenmacher made a motion for approval of EC Meeting Minutes, Christy King 2<sup>nd</sup> the motion, unanimous approval.
- 3) Treasurer Tricia Weisberg reviewed the budget.
  - a. The Board agreed to adjust the revenue for the Legacy fundraiser to \$25,000.
  - b. Book Fair and Library Purchases adjusted to reflect program changes
  - c. Playground Committee excess funds moved to general funds.
  - d. Sue Kingsbury made a motion to approve the 2013/14 budget with changes as determined by the board. Laura Schroeder 2<sup>nd</sup> the motion. The motion passed with unanimous approval.
- 4) Co-Presidents reviewed Executive Committee Liaisons and Chairs list and responsibilities with the board.
  - a. Request made for board liaisons to distribute new marketing and communication guidelines to committee chairs.
- 5) MA PTA – Questions about forms and insurance
  - a. The Bridge PTA will be required to have an outside account provide an audit.
- 6) Membership
  - a. Board discussed and agreed to pursue a membership drive – first class to reach 100% earns a prize.
- 7) Communications
  - a. Discussed using alternative communications tools such as Facebook.
  - b. The Mobile webpage format is up and running.
  - c. First B2H is coming out on 9/1/2013
- 8) Future PTA meetings
  - a. Meetings will move to a Bridge Conference Room
  - b. Meetings will be hold on the 2<sup>nd</sup> Tuesday of the month at 1:30 except for October which will meet on Wednesday the 9<sup>th</sup> at 1:30
- 9) Parent Coffees –
  - a. 3 Coffees to be scheduled for the year
  - b. Tentatively planning a November 14<sup>th</sup> coffee with a curriculum based topic.
- 10) Upcoming Events:
  - a. Welcome Back Breakfast – 9/3, 8:30 am to 10 am
  - b. Newcomer's Breakfast – 10/4, 8:45 am at Peg Kastner's home
  - c. Big Backyard Training date upcoming
  - d. Elephants Trunk Fundraiser – date to be coordinated by Christy King
  - e. Flatbread – 10/1
- 11) Next Bridge PTA is scheduled for September 10<sup>th</sup> at 1:30 at Bridge
- 12) 9:00 pm, EC Meeting adjourned

Bridge EC Meeting Minutes submitted by Stephanie Mitzenmacher (Bridge PTA Secretary)

