

Minutes of Voyager Academy PTA Executive Board Meeting

7/30/15

6:09 pm

Voyager Academy Elementary School conference room

Meeting was called to order by president Shelley Brown

Members in attendance: Shelley Brown, President
Susan Yancey, VP High School
Ricci McKenna, VP Middle School
Leslie Jewell, VP Elementary School
Susan Barkley, Secretary
Jamie Miller, ES teacher rep
Melodie Green, MS teacher rep
Ashley Eisch, HS teacher
Misty Redford, Membership Chair

- Minutes of the last meeting (7/14/15) were presented. Motion to approve was made by Ricci McKenna and it was seconded by Leslie Jewell. Minutes were approved.

OLD BUSINESS:

- Misty Redford was introduced. She has expressed an interest in chairing our Membership Committee. Susan Yancey moved to appoint Misty as chair of the Membership Committee. It was seconded and approved.
- Discussed spirit wear (K-6) and athletic apparel (7-12) with Deuce Harris. We decided the grade split on which we would each focus, but we will continue with our planned school-wide sales at all of our Open Houses and meetings, etc. Deuce is also planning a Parent's Night Out on Oct. 2 and an athletic fundraiser on Oct. 3 (pancake breakfast, yard sale, car wash).
- Discussed needs for the Open Houses (membership drive, shirt and magnet sale):
 - cash for change
 - receipt books
 - cash boxes (will ask school to borrow)
 - tri-fold/signs
 - tables (will ask school to borrow)
 - membership forms
- Fundraiser Updates:
 - Leslie briefly discussed the original goals of VA FOA (performance facility).
 - It was determined that we don't need to set a spring fundraiser date yet.

- Treasurer Update:
 - Bank of NC account is closed
 - It will be \$150 to start the merchant processing with Wells Fargo
 - Dana sent Shelley a list of budget line items
 - Susan Yancey will send a t-shirt price total to Dana King
- Leslie has added the hospitality dates to the PTA calendar
- Discussion was held about when the PTA should meet. It was decided that we would hold general meetings quarterly and the dates would be August 26, November 17, February 23, May 17 – all at 6:30pm. Susan Barkley moved that the PTA accept this schedule. Susan Yancey seconded and the motion passed.

NEW BUSINESS:

- There will be no BBQ event at the HS during Open House so there is no need to assist Ashleigh with this project.
- Additional members that are interested in serving as committee heads are:
 - Dawn Wilcox for Room Parent Coordinator
 - Leslie Jewell moved that this be approved. The motion was seconded by Susan Yancey and passed. Dawn was approved as Room Parent Coordinator committee chair.
 - Tina Brooks for Fundraising
 - Leslie Jewell moved that this be approved. The motion was seconded by Susan Yancey and passed. Tina was approved as Fundraising committee chair.
 - Cathy Harman for Honor Roll
 - Leslie Jewell moved that this be approved. The motion was seconded by Susan Yancey and passed. Cathy was approved as Honor Roll committee chair.

NEW BUSINESS:

- Determining our bylaws: Tabled while Shelley investigates what part of the uniform bylaws we can change to suit our organizational structure (committees).
- Discussion of coverage for Open Houses: It is the intention of the board to have a membership drive and offer spirit wear for sale during the ES, MS and HS open houses. The plan is as follows:
 - ES 8/6 – 5pm Ricci & Shelley
 - HS 8/6 – 6-8pm Dana & Leslie (7-8pm only)
 - MS 8/5 – 5-6 Susan Y, Susan B, Ricci 6-7 Leslie & Dana
 - Kindergarten – 9:30-10:15 – Susan Y, Susan B, Shelley 11-11:45 – Susan B, Shelley

- Misty will send an e-mail for each teacher rep to send to the teachers regarding PTA membership.
- The VP for each building will check that building's PTA box. Also, check to be sure that there are PTA boxes at each building.
- Susan Yancey and Tina will work on getting information together regarding incentives from Harris Teeter/Kroger/Target. (VIC card link, etc.)

Shelley adjourned the meeting.