

**Cedarmere Elementary School  
PTA Executive Board Meeting  
August 16, 2007**

The Cedarmere Elementary School PTA meeting was called to order at 6:30pm by PTA President Lori Ditto. The meeting was held in the school library. Attending the meeting were Shandra Patrick, Claudette Robinson, Beth Ourand, Lori Ditto, Renee Jenkins, Stephanie Bixler and Sigrid Houston.

**Lori Ditto (President):**

Lori welcomed everyone to the meeting and formally welcomed Mr. Steve Coco to our school as its new principal. Lori stated that she and Beth Ourand, treasurer, met with him that morning to bring him up to date on PTA current events to include the discussions to take place at tonight's meeting. Mr. Coco presented his ideas to increase meeting attendance and a "PTA 3 for Me" program which is outlined below.

**New Business:**

1) **Board vacancy** – Stewart Richardson has left the school leaving us with a vacancy in the slot of 1<sup>st</sup> VP. Claudette has agreed to do 2<sup>nd</sup> VP, and Lori will ask Harriett Schuster if she'd be willing to move from from 2<sup>nd</sup> VP to 1<sup>st</sup> VP.

2) **1<sup>st</sup> Day Celebration**

- Beth will help set up tables on Friday 8/24, 9:45
- We discussed brochures to have available at 1<sup>st</sup> day.
- A volunteer sign-up sheet will be provided. We will have job descriptions for areas where we need help.
- Sheet with areas of concern/areas of interest to help us program speakers, etc. for our meetings
- PTA 3 for Me – sign up to help for 3 hours, needs a person to head up program, parents get certificates for volunteering their 3 hours – discussed putting volunteer sign-in sheet next to visitor sign-in sheet. Claudette Robinson will research "3 for me" program.
- PTA Primer workshop - Sigrid will oversee this. There will be a sign-in sheet, volunteer job descriptions/sign-up, PTA membership forms, quiz

3) **Reisterstowne festival** – September 8<sup>th</sup>, 12noon – 6pm

Lori proposed ordering 500 balloon yoyos, 3 pumps, 3 crimpers to seal balloons to sell at the Reisterstowne festival. There is a \$25 registration fee to set up a table at the festival. If we don't sell all the balloons, we decided we'll save them for Cedar Day.

We decided to sell balloons for \$3/ea or 2 for \$5 and tattoos for \$0.50 each.

Set-up will be Friday afternoon, September 7<sup>th</sup>. Two people were requested to work for 1 hour shifts.

There will also be a sign-up sheet to be on fruit mailing list

4) **Back to School Night** is scheduled for Sept. 11<sup>th</sup>, 6:30pm. The proposed budget for 2007-2008 will be voted on at a general PTA meeting which will take place at Back to

School Night. The PTA will set up tables requesting volunteers for various PTA needs through out the year to include yearbook, Fall Fest, Taste of Market Day, Yankee Candle, Book Fair, Cedar Dayl. A brief description of these volunteers needs will be provided so parents know what they're signing up for.

5) **Fall Fundraising:** Sigrid Houston discussed to concept of Taste of Market Day as this is a new fundraiser for Cedarmere. We are able to do this fundraiser up to 4 times per year, and Sigrid proposed trying to do just that. This fundraiser is currently underway, and there will be another in November.

6) **Calendar items**

- **Family dinner nights** – every other month. Discussed approaching McDonald's, Chick Fil-A, Fuddruckers, perhaps Pizza Hut. Melissa Warrington and Kelly Magruther will be approached about planning this.
- **Talent Night** – Beth Ourand suggested accepting first 25 applicants, Stephanie Bixler will help her with this. Scheduled for Feb. 29<sup>th</sup> with a snow date of March 7<sup>th</sup>.
- **Family Event Nights** – goal is to have something every month to gather families together (i.e. magic night, bingo night,
- **Cedar Day** – scheduled for May 18<sup>th</sup>. Sigrid will contact scholastic to schedule the BOGO book fair. Beth suggested getting a group of people together to create our own games rather than using Ton-of-Fun's games as we've done in the past.

**Treasurer's Report (Beth Ourand):**

- Copier – discussed removing the PTA copier from the school budget and returning it after ending the contract.
- PTA membership cards – we will look into whether we can return the remaining cards from last year to receive a credit for \$3.25 each card. We will charge \$10 per individual membership.
- Fall fest – Friday 10/26, 6-8pm – face painting, crafts, simple games, mum sales, etc.

**Adjournment:** The PTA Meeting was adjourned at 9:45pm.

**Next Meeting:**

Budget meeting is scheduled for August 29, 2007 at 6:30p.m.