

## ***Cedar Mill PTC Minutes*** ***November 1, 2016***

***Attendees:*** Hillary Peck, David Platt, Katie Payne, Janell Hosch, Lindsay Brown, Kathleen Everett, Kylan Pimley, Lee Carson, Roberta Horne, Peng Ge, Brian Novick, Nicole Matson, Laura Bloom

Meeting called to order by David Platt at 6:45 pm in the library.

### ***I. Volunteer Opportunities/Updates – Hillary Peck on behalf of Kimberly Pearson***

- Upcoming Events-
  - 11/3 Dine-out at Sweet Tomatoes
  - 11/14-17 Piccolo Mondo fundraiser
  - 11/14-17 Artist in Residence
  - 11/16 Library literacy (need gently used books for a book swap due 11/9)
  - 11/17 Artist in Residence Performance (Time TBD)
  - 11/14-18 Book Fair (Volunteers needed)
  - 11/22 Last day of fall Running Club
  - 11/9 Passport club
  - 11/9 Chess club 6:30 in the cafeteria

### ***II. Book fair- Janell Hosch***

- The week of Nov 14. Set up will occur Wed 11/9<sup>th</sup>. Once teachers have signed up for the book preview a volunteer sign-up will be sent out. Classes will not have a second class visit to purchase books.

### ***III. Dine-Out & Scrip –Natasha Seifert (not in attendance)***

- Upcoming dates for Scrip uncertain
- Dine-out flyer for Sweet Tomatoes is confusing but could not be changed.

### ***IV. Directory final rundown– David Platt***

- Made just over \$300 after printing expenses
- Current process is not sustainable due to current format and dependency on MS ACCESS. Need a new solution. Proposing an electronic directory.
- Need to consider security of directory information as well as students and families that do not have Wi-Fi or computer access.
- Cost is in line with the printing cost ~\$400/year.

### ***V. Artist in Residence – Kristen Haselbacher***

- A letter will be going out teachers via Mr. Horne to teachers re: the week's activities
- There will be a performance on 11/17. Time is TBD
- Classes will compose and record 18 songs
- CD's can be pre-ordered (cost is \$1.50). Decision made to sell CD's for \$5.00.
- Request was made for a downloadable version of the songs. Kristen will look into it.

### ***VI. CM Athletic Gear- Lee Carson and Kylan Pimley***

- Apparel is available online store via Gear up Sports
- Request was made to add socks. Decision was made to add them and sell them with a profit margin to offset the cost of awarding them to Running Club participants that complete a marathon.
- There is a lack of awareness of Gear Up Sports, how to access the website and the option to purchase CM apparel. It was agreed to publicize in support of SM spirit and community.

**VII. Bylaws- Katie Payne**

- The bylaws have not been updated in nearly 10 years.
- The board has been asked to review the Bylaws and provide feedback to Katie Payne.
- There are several areas in particular that need to be revisited, including;
  - nomination process
  - annual audit
  - board member specific responsibilities
- Feedback will be compiled and recommendations made for the December PTC meeting for discussion and approval. Any changes will not go into effect until 30 days after approval.

**VIII. Budget – Hillary Peck on behalf of Tom Kobayashi**

- Several errors were identified, including but not limited to
  - Homework club is no longer active and needs to come out of the budget
  - Onasch is listed in twice. The one listed as 4<sup>th</sup> grade needs to be removed
- Questions were raised about the following items and will need to be reviewed with Tom.
  - Did we receive two payments from Skyline for the same amount or is it a data entry error?
  - Are the recent deductions coming out of the correct budget lines?
  - Why are there 2015/2016 school year expenses/income listed i.e. Carnival?
  - What is Direct Donation Income?

***Hillary made a motion to NOT approve the budget, David seconded the motion. All were in favor.***

**IX. Open Items~**

- Valley Cinema- the matinee program will not occur until the spring
- Mr. S had a death in her family. Hillary and Janell will take care of condolences on behalf of the PTC
- Committee Chair updates
  - Still need someone to coordinate security for PTC sponsored events
  - Still need a 5<sup>th</sup> grade send-off chair. Hillary will reach back out to the 5<sup>th</sup> grade teachers
  - Laura Bloom is going to do the pancake breakfast
  - Marc Moran is going to do the family fun night
- Piccolo Mondo- flyers will go out this week.
- Beaverton clothes closet has a need for older children/teen apparel and specifically new socks and underwear. Proposal for a sock and underwear drive as part of family fun night was made and approved.

- Veterinary enrichment program looks like a great new opportunity. Program accepts 12 kids.

**X. Minutes - Katie**

Minutes from the October 2016 meeting were posted on the webpage, cedarmillptc.org

***David Platt made a motion to approve the minutes, Hillary Peck seconded the motion. All were in favor.***

**XI. Principal Update – Hillary Peck on behalf of Brian Horne**

- Thanks for getting the artist in residence
- Gently used books for the Literacy Night book swap need to be turned in by Nov.9
- One of the exchange students that was with us came down with Chicken-Pox and was unable to return home. Because it is only one case the school is not required to notify CM parents.
- Coffee with the principle 11/18 9:00 am

***Meeting Adjourned 7:55pm***