

David Lubin Parent Teacher Group (PTG)
Executive Meeting Minutes
 October 14, 2021 – 7:00 pm
 Zoom video conference call

Attendees

Name	Role	Attendance
Jazz Mixon	Co-President	Present
Gillian Tarkington	Co-President	Absent
Lisa Ashley	Parliamentarian	Present
Mike Downey	Treasurer	Present
Kit Adsetts	Secretary	Present
Kate Buehler	Member at Large	Present
Caroline Dunivant	Member at Large	Present
Leslie Oberst	Member at Large	Absent
Chris Froh	Member at Large	Absent
Libby Augusta-Bettinger	Teacher Representative	Absent
MaryAnne Williams	Teacher Representative	Present

Quorum Established

Presidents' Report

- Kit Adsetts moved to approve the September Executive Board meeting minutes. Mike Downey seconded. Motion passed with unanimous voice vote.

STEAM Coordinator

- Caroline Dunivant provided update on Nature Detectives.
 - The program will run for 4 weeks and not 8 – last week of October through December 2. Flyers will go out for K-3 tomorrow. We will consider this a trial run. If it's successful, we can add more students in the next 4-8 weeks.
 - It is for 15 Kinder and 15 1st-3rd only. If we have higher demand, we can do a lottery.
 - Cost for \$95/kid – \$2,850 for all 30 kids.
 - Mike Downey moves the allow "STEAM Coordinator" funds to be used for STEAM enrichment programs. Kate Buehler seconded. Motion passed with unanimous voice vote.
- David Lubin Talks.
 - Suggested program for 4th to 6th graders. They are able to sit through a short presentation with a professional who used STEAM in the real world. Moving from experiments to real word application of STEAM.

- One potential talk is a company that uses vests to track movements of soccer players.
- Caroline will talk to Mr. Dixon about how this could work, as currently only essential staff are on campus.

Fundraiser and Campus Updates

- Read-A-Thon
 - The committee is working hard and we have raised almost \$9000 with sponsorships and shirts.
 - We need incentive prizes still for students.
- Canva account for PTG
 - Free for non-profits. Set up account for sharing of design files.
- Cultural Celebrations
 - Board agreed that we want to proceed with this idea. Ms. Jane and Mrs. Kane said (in general meeting) that they would be happy to coordinate and do content as appropriate.
 - Kit said she would send the full list of potential celebrations to the board separately and confirm February to June.
 - November is Native American history month. Kit will let Ms. Jane and Mrs. Kane know that we are proceeding and start drafting content. Kit requested that others provide content as appropriate.
 - PTG Notice board – Jazz will talk to Dixon about updating the PTG Board.
 - Black History Month (February). We need to bring in more current content, languages and images.
 - A general discussion was held about how do we get more ideas and input from a wider, diverse group. How do we add diversity to our Board? Do we look at creating a separate diversity group?
- Slack Updated – Lisa Ashley
 - We have been approved by 85% discount. It is \$144 for the year to move to Slack and use it as our main communication tool.
 - Lisa will create a proposal for the Board.
- Fundraising Discussion
 - Giftwrap raised approx. \$7,800
 - PTG needs better connection with Garden Tour Committee. We should have a board member at each meeting.
 - We should have the primary fundraising or committee lead attend the first 15 minutes of the general meeting and provide an update.
- Courtney Fraser – used to run talent show
 - She has been working with Mr. Dixon and we may be able to have one in the spring, potentially using an outdoor stage.
 - Jazz will keep working with her.

Treasurer's Report

- Mike paid a charge for \$300 for PTG Website, he was not sure what line item to put it under. Kate Buehler moved to add a new line item of \$500 for IT operating expenses. Lisa Ashley seconded. Motion passed with unanimous voice vote.
- The marquee has been ordered.
- The "Mystery Check" of \$1100 was Farm Fresh to You.
- Draft minutes to include the October budget provided by Mike Downey.

- Enrichment funds for each class. We are not considering DHH (16 max) and Special Education in the budget. Mike Downey will rerun the budget numbers.

Meeting Adjourned

Next meeting: November 9, 2021 at 7 PM.



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