

David Lubin Parent Teacher Group (PTG)  
**Executive Meeting Minutes**  
 April 5, 2022 – 6:30 pm  
 Via Zoom

### Attendees

Name	Role	Attendance
Jazz Mixon	Co-President	Absent
Gillian Tarkington	Co-President	Present
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	Present
Chris Froh	Member at Large	Present
Libby Augusta-Bettinger	Teacher Representative	Absent
MaryAnne Williams	Teacher Representative	Present

### Quorum Established

### Presidents' Report

- Kit Adsetts moved to approve the March Executive Board and General Meeting minutes. Chris Froh seconded. Motion passed with unanimous voice vote.

### Treasurer's Report

- Shared budget for April
- Outgoing – music, steam and art.
- Incoming – no garden tour deposits yet
- Ms. Jane 1099 completed
- Mike to finalize spreadsheet for CPA Corp for tax purposes
- Stripe is getting worked into website. Mike has been working with Heidi on getting that integrated.

### Fundraiser and Campus Updates

- Election Nominations
  - Still need Treasurer, hopefully we get a write in.
- Fundraising Update
  - Need to make a decision on Charleston Wrap, as we have to sign a contract now if we want to sign up for next year.



- Cons
  - Some feel that it has been controversial with the prize system.
  - Older model of fundraising
- Pros
  - Easy money
  - 40% of proceed, vs 15-20% with 1<sup>st</sup> Wednesdays and other vendor events
- If we proceed
  - Redo prize giving – classroom award and could customize the flyer for us.
  - Perhaps in conjunction with a holiday shopping experience
    - Sort of like 1<sup>st</sup> Wednesday for local businesses / makers. One weekend in November at participating stores / restaurants.
    - Replace 1<sup>st</sup> Wednesday or something like “1<sup>st</sup> Weekend” with map or local makers for online stores.
- Group agreed to proceed with Charleston Wrap but with class incentives, not individuals. We will also to the Maker’s Mart type event at the holidays as a trial.
- Title 1 Funding
  - Kit met with Dixon and focus should be on changing the 50% threshold. Trends show that we will not exceed 50% in the future. Can fund 40% without a waiver and down to 35% with a waiver.
  - Kit reached out to Sutter Middle PTSO and Matsuyama PTA about joint advocacy. Heard back from Sutter Middle President and Treasurer. They are going to discuss at their Board Meeting.
  - Suggest we do a follow up letter to the Superintendent. Kit will send draft to current Board to review/sign before year end.
  - Lisa also suggested we reach out to parents. We can do that in conjunction with or after the Board letter.
- STEAM Night
  - Was potentially looking at June 1. But have decided to push until next year due to lack of volunteers for garden tour and recent impact of strike.
  - Consider doing it with back to school night – 3 or 4 weeks into school – to get something going earlier in the year.
  - Caroline offered to help next year.
- Spirit Wear
  - Identified the lead from previous years, Erin Riley. She wants to know if anyone has any experience with setting up online stores?
  - Leslie has some experience with this. Kit will connect Erin Riley and Leslie Oberst.
- Planning for next year
  - At the May General meeting Kit would like to see if we can ID some volunteers for various positions to get us kick started for next year.
  - [https://docs.google.com/document/d/1Q79sU3cUqPes\\_dKv0TiV\\_Z4JCrk-N23q/edit?usp=sharing&oid=108104003189322023419&rtpof=true&sd=true](https://docs.google.com/document/d/1Q79sU3cUqPes_dKv0TiV_Z4JCrk-N23q/edit?usp=sharing&oid=108104003189322023419&rtpof=true&sd=true)
  - Alumni Program
    - Partnership with garden tour for seeking sponsorship / tix sales.
    - Collect email addresses and nod to alumni on the weekend.
    - Previously created by Mary Odbert
  - Year book – tends to be a break even effort
    - Photo Journalist done in conjunction with Yearbook.
    - What we needed was photos of kids on the ground for candid shots we called the kids “photo journalists”. These were submitted to yearbook committee.
    - Leslie can ask Cristina Stevenson previous yearbook lead if she can do it this year.
    - PTG can ask parents to submit photos.
    - Yearbook 40+ hours of work.

- Creating connection/community
  - Lisa and Caroline to coordinate a casual hang the park meet up for families like on a Saturday at East Portal Park.
  - Kate recommended a coffee social at school drop off to for parents who can't do weekends.
  - Leslie will ask Dixon about restarting rally.

**Next meeting:**

- May 11, 2022 at 6:30 PM in person
- Need a fingerprinted, TB tested adult if we want child care options. Ask friends, etc. Kit will work with Ms. Polo to get the flyers out to 6<sup>th</sup> grade at the start of the year.

**Meeting Adjourned**