

# DRAFT

**Garfield Elementary PTA Board Meeting  
November 13, 2023  
Meeting Minutes**

**Meeting started at 6:30**

**Attendees:**

- Marianne McIntosh - Vice President
- Megan Christopher - Bookkeeper
- Terra Sullivan - Secretary
- Gina McCune - Treasurer
- Tiffany Kulseth - staff representative, via zoom

**Approval of Minutes** - No corrections or objections - approved

**Financials** - No corrections or objections - approved

- Income - apparel from trunk or treat, donations for popcorn
- Membership dues - pass through to state PTA
- Petty cash for book fair

**School updates - Megan Christopher & Tiffany Kulseth (Brendon gave Megan some talking points to share)**

- Family Night December 12 - Y Care in gym/cafeteria area until 6 PM. Communicate with Y Care staff to see if one side of the room can open up. Staff still working on deciding format/locations within school for event (discussed at a recent meeting). District can supply food for dinner, Brendon will follow up on this. PTA portion of programming - pick 2 or 3 crafts and get that set up. Ideas: jar lanterns with electric tea votives or string lights. Call out for jars. Magnets. Paintable ornaments with a spot for a face. Reindeer candy canes. (Look at Black Friday deals, dollar store). How many students to plan for? Could be up to 100/150 students. 1 craft or game in each pod? Use gym for dance party? Would like to get feedback from staff
- Mo - low on non-perishable items. Could we organize a food drive? Recommend offer to high school students. What happened to the bin by the door? (Friday donations) -Maybe some teachers encouraged this? Marianne will post on PTA Facebook, Tiffany will connect with some high school students and see if they can organize something. Terra will ask at co-op.
- Coat drive just happened at school, amazing response.
- Playground - There was a preliminary meeting, but no details shared yet

**Fall Fundraiser**

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- Coffee through Ember Goods - Megan sent an inquiry. A batch, 300. We would order and PTA would pre-pay, then we can resell them. \$10 our cost, retails in store for approx. \$16. We can avoid sales tax if we get a permit, Marianne will look into this. Megan will follow up with Ember Good, Terra volunteered to help with organizing
- Winter Giving - Marianne went through all responses this past weekend, over 110 responses so slightly over 220 gifts. Working on connecting with community partners for donations. Good mix of gift and gift card requests. Fit for Life will provide blankets. Working with Jefferson and Capital on families with older students. Marianne will post tags on PTA bulletin board, will share information on Facebook as well. This will show up as an in and out on financial statement.

## Movie Nights

November - probably too late to fit in

December 1 - movie night!

Winter Bingo - January

## Family Night

Tiffany will take the lead on coordinating between staff and PTA. Figure out what staff plan is, share our brainstorm ideas. Figure out how to connect these two. We would like to know about food plan, what teachers are doing, how event will flow. Will be a collaborative event, PTA will follow the lead of staff.

## Additional items

- Community meetings - have done one, need to schedule 3 more. All will be 6:30 PM in Library. Coordinate child care.
  - January 18
  - March 7
  - May 16Terra will email these dates to Brendan to share with Superintendent's team  
Terra will put on PTA web site, Marianne will create Facebook events.
- Shirts - would like to have some ready for Dec 12 if possible. Marianne will share logos that Chaz sent
  - Cheetah Ambassador shirts - Marianne will check with Jeremy on these, Megan can press them
  - Track Stars - shirt cost - work with Chaz on a design. \$100 for 40 iron ons, Marianne has login information. T-shirts - buy when you find a good deal (in past

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have found at dollar store, Costco). One color is \$0.15, multiple colors \$0.45/\$1.00. Could set up a specific donation for Track Stars shirts.

**Meeting adjourned 7:38 PM**