

Ainsworth Elementary PTA
Regular General Meeting Minutes
December 7, 2022 | Zoom | 6:30p - 7:30p

1. Call to Order – 6:33 pm

2. Attendees – Quorum

Executive Board Members:

Jessica Kirkland, President

John Joffer, Treasurer

Stacy Day, Secretary

Committee Chairs & Members:

Kathleen Joffer, Volunteers & Communications

Gaby Ordoñez, Communications

Sarah Gault, Clothing Closet

Ruth Holloran, Clothing Closet

Ainsworth Elementary Faculty:

Angie Jenkins, Assistant Principal & Member

Members:

Andi Mukul

Sean Becker

Jenay Burke

Kristin Milner

Li Mukul

Ellen Jones

Non-Members

Isaac (non-member)

3. Meeting Minutes

- a. October 5, 2022 Regular General Meeting - approved as written
- b. October 18, 2022 Regular Executive Meeting - approved as written
- c. October 19, 2022 Special General Meeting - approved as written
- d. November 2, 2022 Regular General Meeting - approved as written

4. Budget Discussion

- a. 2021/22 Annual Audit Report - approved unanimously
- b. September 2022 Budget Report - no questions and filled for audit
- c. We need a Financial Committee! In particular, someone(s) to volunteer to audit monthly financial reports (approximately 20-30 minute per month commitment).

5. Committee Reports

a. Standing Committees

i. Hospitality - update provided by Jessica Kirkland, President

- o Teacher Potluck was a great success! Thank you!
- o As we did not have the ability to host the Ainsworth Faculty Holiday Tea (due to community member host relocation & lack of time), Jessica will work to coordinate an alternate way to thank our teachers during the holidays.

Communications - update provided by Gaby Ordoñez (see attached report)

- Adjusted the newsletter schedule to better align with getting info out to families in advance of events
 - Partnering w/Foundation and Apoyemos to have it centralized in one communication
 - Translations are done!
 - Feedback is positive!
 - ii. Community Service (Clothing Closet) - update provided by Ruth O'Hollaran, Clothing Closet Committee Co-Chair (see attached report)
 - Need: shoe sizes 13+ (tennis shoes & rain boots); 5/6 long pants
 - Perhaps a spreadsheet could be created for families to put their needs into?
 - iii. Volunteers - update provided by Kathleen Joffer, Committee Chair (see attached report)
 - Immediate needs: Scholastic Book Fair Committee Chair (Jan 23-26)
- b. Special Committees
- i. Holiday Decor - update provided by Jessica Kirkland
 - We raised \$3,200 on the event. Thank you Committee Chairs, volunteers and supporters!
 - ii. Holiday Gift - update provided by Kristin Milner, Holiday Gift Chair (see attached report)
 - All gift requests were fulfilled. Thank you!
 - iii. Green Team - update provided by Vera Klebleeva, Committee Chair (see attached report)
 - iv. Oregon Battle of the Books - update provided by Andi Mukul, Committee Chair (see attached report)

6. Old Business

- a. Committees and Standing Rules
 - i. Standing and Special Committees as well as Standing Rules are in need of revisiting. The Executive Committee will review options at the January and/or February meetings.

7. New Business

- a. Grant request for choir gowns
 - i. Request made by Ellen Jones and Amy Davidson on behalf of Music Teacher and Choir Director SeungJin Bae in the amount of \$1,120 for (40) black concert gowns.
 - ii. Motion by Ellen Jones and approved by majority vote to provide funding choir robes in the amount of \$1,120 via a budget reallocation (pulling from unused Teacher Holiday Tea and Miscellaneous funds) with balance or in full from general fund.
 - iii. Discussion
 - Cost: \$20/gown via Amazon plus \$8/gown school info embroidery
 - Robes will be owned by Ainsworth Elementary School and will require some maintenance costs for cleaning, replacing when worn, etc.
 - Teacher Grant funds for Music were already which would mean a reallocation of funds or a budget amendment to provide funds.
 - Community discussion regarding if other avenues were or should be explored (ie. Foundation, parents, classroom fundraiser, etc).
 - Discussed that if approved, Ainsworth PTA will not guarantee covering those costs.
- b. Back to School Teacher Lunch reimbursement request
 - i. Request made via email by Andrea Tomlin, former PTA Co-President, to reimburse \$723.80 (\$423.80 beyond the approved \$300 budget amount) for the August 26 Teacher Back to School Lunch.

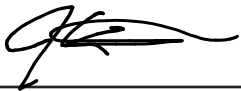
- ii. Motion made by John Joffer on behalf of Andrea Tomlin to approve this over budget expenditure.
- iii. No second was received and the motion failed to pass.

8. Announcements

- a. Regular General Meeting - Wednesday, January 4 via Zoom (only)
- b. Regular Executive Meeting - Wednesday, January 18 via Zoom and/or Ainsworth Administrative Offices

9. Adjourn – 7:37 pm

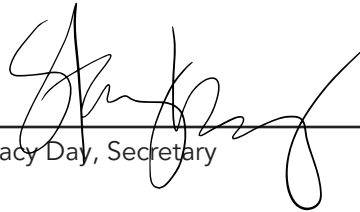
Written and approved as amended by:



Jessica Kirkland, President

1/4/2023

Date Approved



Stacy Day, Secretary

1/4/2023

Date Approved