



Executive Board Meeting Minutes

Friday, February 14, 2025

Members in attendance: Erin Provenzale, Erin Irvin, Erica DeRobertis, Ginna Cortese, Garrett Cortese, Kristen DeFabrizio, Caitlin Shelby, Amy Van Hofen, Allison Pope-Schutts, Meri Gaston, Gwylim Roddick, Rachel McDougall, Bret Gainsford, Jamie Buechele, Kristin Morgan

I Call To Order 0854 by Erin P

II. Approval of Minutes from January Exec Board: Meri approve, Garrett 2nd

III. School Report : Dr Wright all going well. Thank you for CFA

IV. Officer Reports

A. President, Erin Provenzale

1. Spring Grants- 10 applications, 9 approved. 2/19 will be awarded. Only outstanding is LEGO table for VPK
2. PTSA Bylaws and Standing Rules Update: Bylaws need to put before the general members in April; executive board will vote at March meeting. Standing rules will be voted on by the Board and can be amended at any time (executive board will vote on at March meeting)
3. K Round Up (2/20), sign ups went out
4. Nominating Committee: Lindsay (chair), Amy, Lizzie Lewis, Jill Healey, Brittany Lowe
5. General Board Meeting 2/25, Crumbl Spirit night same night
6. Field Day: paid
7. April Exec Board Mtg- Change to April 4 because of field trips plus staff appreciation.

B. Budget Report, Erica DeRobertis

Current Account Info:

Ending Bank Balance as of 01/31/25: \$73,574.83

Expenses: \$30,165.29

Income: \$23,817.41

C. Communications, Ginna & Garrett Cortese

1. Falcon Fling Follow Ups
2. 5K Needs: water sponsor
3. Newsletter

D. Event Update, Meri Gaston

1. Falcon Fling Recap: Raised ~\$77k, cost~ \$43k (net ~profit 33k). Minimal food

waste, lots of alcohol was donated.

- a. possibility of Winter Park Farmer's Market for next year. They offer more flexibility for food options and potentially lower cost.
- b. Gwylim suggests a block party style event or tasting menu offered at a Fling style event to lower food cost.

2. 5K Update: 3/29, 75 registrants. Push advertising? Ahead for sponsorships but lost two water spot sponsors.

3. May Thurs 22nd, 8th grade party is planned @ Dave & Busters. 5th grade party is the same day—need Fritz to approve the gym reservation.

4. Staff Appreciation: Things are on track with budget and vendors. Wrap up party at Big Daddy's that Friday for teachers.

E. Fundraising Update, Gwylim Roddick & Bret Gainsford

1. Falcon Fling Recap: did not recoup the money from lack of grade baskets

F. Membership, Kelly Flower

1. Volunteer Party: working on it, looking for vendors

G. Parent Liaison Coordinator, Caitlin Shelby & Rachel McDougall 1. CFA and cookies were great at staff meeting. Teachers asked for bottled water filter.

H. Audubon Serves, Jamie Buechele: No new needs voiced by families. Will do one more big push for snack packs before spring break.

I. PIE, Kristen DeFabrizio: Crumbl on 2/25 (3-8); March 11 Papa John's; CFA in Colonial Plaza via app 4/3 5-9pm

J. Falcon Fund Update, Kristin Morgan: no update

Meeting Adjourned 1005

Next Board Meeting –Friday March 7

Next General PTSA Meeting – Tuesday Feb. 25, 2025