



Executive Board Meeting Agenda Friday, Dec. 8, 2023

- I. Call To Order 12:30pm
- II. Approval of November Minutes - Jaimie, Kelly
- III. Officer Reports
 - A. President, Kristin Morgan
 - B. Budget Report, Erica DeRobertis
 - 1.
 - C. Audubon Serves, Jamie Buechele
 - 1. One envelope left for Angels/Wishing tree - Wishlist link to fill in discrepancies
 - 2. Need to push donations for Sister School (Aloma URL)
 - 3. Meal gift cards left over from Thanksgiving will be given out by Amber
 - 4. Any families that ask for help last minute, PTSA will cover
 - D. PIE, Jill Healey
 - 1. Haven't heard from skating rink but we are booked for Jan 12. Can't confirm until we have the bus info from them.
 - 2. Jill picking up yard signs and stickers to promote Papa Johns spirit nights. If it goes well we can do it every month but starting out with one.
 - 3. Chipotle - working on dates
 - 4. Kristin to connect Penny Long and Jill re skate contact
 - E. Events, Lindsay Masterson
 - 1. International Night - Shortage of participation in volunteers all around. They need planning volunteers and they need families to participate in representing their nation. Need a continued push for this - Carrie did today. They're having meeting next week and Lindsay will f/u with additional information. Lindsay working on Risk Management and food trucks.
 - 2. Falcon 5K - Ryan chairing, Allison S. going to handle fun part of "run and fun". City permits are done, Felix company is handling, Ryan working on medals and shirts. Reaching out to East End and Bar 3 about water stops. She'd like to get a few more companies for this. Allison and Amy have secured DJ, crepe company, Kellys, DJ. Working on bounce houses. Input - thinking of increasing \$30 for 5k and \$15 for kids run (increase from last year).



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- F. Falcon Fling, Lindsay Masterson, Erin Provenzale and Sara Joy Clemmer - Night In Havana, March 9, WP Events Center,
1. Sponsorship update
 2. Ticket prices - escalating all inclusive of food and drink, Jan 26 first opportunity to buy, \$58/ticket, then \$68...\$78...\$88...then \$98/ticket. We typically average \$66/ticket for amount of ticket and revenue coming in. We will start making money around the \$78 spot. Hoping to create a PR campaign that shows you can come for a reasonable price and you must plan ahead and commit so we can plan ahead on our end. Will help us to measure and pace. Thinking we start announcing this when we come back from Christmas Break. Goal of ticket prices is to cover venue, decor not sponsored and food. Beverage cost is covered if we sell all of our bar sponsorships. As part of ticket prices, 2 options for teacher. Teacher can buy subsidized tickets for themselves for \$20. Families can buy \$40 ticket in name of teacher. 5 piece band, different feel than typically have. Female vocalist that can do Latina Pop and move into dance Pop. Second floor is sponsored area, dominoes, small food area, small bar, solo guitarist - chill space. Branded churro station provided by caterers. Additional bar we have never had for cuban coffee where you can put in liquor. Decor elements so handbid items can be on display. Hunter green, berry, teal. There will be a silent auction.
 3. Grade baskets - thinking we will assign themes instead of letting them pick it. Thinking of doing amazon wishlists per grade. Kelly to send info to Erin re what she does for baskets for another school. More adult baskets did better than kids baskets. Need to really push for donations vs buying a list of items.
- G. Communications, Carrie Griffiths and Audrey Forster
1. Updates and requests - newsletter next week and week of Jan 15
- H. Falcon Fund Update, Molly Peaden
1. ARC
 2. Giving Tuesday - under \$1k
 3. Fence screens - sponsorship portion getting installed
 4. Media Center Wishlist - Kristin working on

IV. Meeting Adjourned

Next Board Meeting – Friday, Jan 12 at 9am

Next General PTSA Meeting – Tuesday, Feb 13, 9am - voting on nomination committee