

# DEWITT ELEMENTARY PTA

## General Meeting Agenda

Tuesday, November 6th 2024  
Schavey Road Elementary  
7:00pm - 8:30pm

**MEMBERS PRESENT:** Amanda Wolff, Jenna Wey, AnnMarie Szostak, Meg Decoster, Kaela Humm, Mel Martinez, Mallory Stephens, Mallory Jansen, Nicki Cavanaugh, Lori Smith, Monica Eddy, Krista Howard

### CALL TO ORDER

The meeting was called to order at 7:04pm.

### INTRODUCTIONS

All in attendance shared their names and children's ages/schools.

### APPROVAL OF MINUTES

The Secretary presented the minutes from our October 2024 meeting. A motion to approve the minutes was made by Mallory and seconded by Kaela. October minutes were accepted.

### REPORTS OF OFFICERS *(motions or recommendations for action are presented at this time)*

- President's Report - Jenna Wey
  - Vice President Announcement
  - Jenna announced that Lori Smith has taken on the position of Lead Building Representative over all building reps. And also announced that Meg Decoster volunteered to be VP and has been voted on and approved by the board at our October 26th board meeting as per the bylaws. Jenna announced that she will be resigning as President of the PTA. She will maintain the role until we are able to vote on a replacement as a board. Amanda Wolff has volunteered to step down as Secretary in order to fill the role of President. Kaela Humm has volunteered to be secretary. The remaining board members, Meg and AnnMarie, will call a special board meeting to vote on the vacancies no sooner than 5 days from now..
- Treasurer's Report - AnnMarie Szostak
  - Reviewed Budget as of November 2024
  - Taxes have been submitted and approved. We submitted the postcard 990 and it was free so we were able to submit that way.
- Secretary's Report - Amanda Wolff
  - Membership Update - 62 Current Members
  - Amanda also reported on communication. Currently posting 2-3 times a day on social media for Denim and Diamonds.

### COMMITTEE REPORTS

- Building Representatives - Lori Smith
  - Reps needed for Herbison Woods and FECC

- Conference Cuisine planning and execution is underway. Spreadsheet is active and needs to be utilized and organized after it's over.
- Bylaws - Meghan Schaar & Meg DeCoster
  - Going to try to meet in December to discuss proposed changes..
- Audit - AnnMarie Szostak
  - Meeting on November 11th.
- Monster Mash - Malorie Stephens & Mel Martinez
  - More people registered than originally planned so they spent more than was budgeted to accommodate the extra people. Ended up with \$285 profit overall including cash donations. Report has been filed for future notes. Note that the budget would need to increase to pay for a DJ next year. Suggestion made that the PTA should purchase coolers for future events.
- Denim and Diamonds - Kaela Humm -
  - 3 days until the event ends. Online auction is live. Setting up for the live event on Friday from 10-5 at the banquet center. Sign up genius is live for volunteering. For donations that do not sell, best practice is to put those items up for Auction again with no time limit, keep it for a future event or use it as a prize for a PTA event. If none of those work, you should ask the original donor if they would like it back. If they do not, the PTA can utilize it for their own needs.
- Teacher and Building Grants - AnnMarie Szostak
  - AnnMarie will email the teachers in November.
- STEM Night - Amanda Wolff
  - March 7th at the Middle School is currently scheduled. Amanda will meet with Mary to see the space. Also inquire about availability of the High School or Middle School on a Saturday in March as per the suggestion from Monster Mash.
- Teacher and Staff Appreciation Week - *Need Chair*
  - Anyone interested in chairing needs to volunteer at a meeting or email the board at [info@ptadewitt.org](mailto:info@ptadewitt.org).

### **UNFINISHED BUSINESS**

- Culver's Community Share Night - December 16th. There will be a Sign Up genius if you want to volunteer to represent the PTA.
- EDRU Skate Nights - January and April

### **NEW BUSINESS**

- Tuesday, December 3rd is our next meeting and it will be at Herbison Woods
- Volunteer Appreciation Happy Hour
- Principal Ormsbee asked Krista to relay that the schools would like to have an author come to HWE on March 12th and asked the PTA to sponsor the event for \$750. Board will follow up with the Principal for more info and review the budget to make a proposal at the December meeting.

Motion to adjourn made by Mallory and seconded by Mel. Meeting adjourned at 8:10pm.