

Two Rivers Elementary School PTA General Membership Meeting Minutes

May 12, 2025 – Virtual

5:30 pm

- I. Call to Order: Meeting called to order by Abigail McCarthy at 5:35 pm.
Attendees: 17
- II. The minutes of the March General Membership meeting were approved.
- III. President's Update given by Abigail McCarthy
 - Special thanks to everyone who contributed to making the PTA events and activities a success.
 - Compliance update
 - I. Our PTA is fully in compliance for non-profit status
 - II. Annual Personal Property Tax Filing is awaiting approval
 - III. Renewing PTA insurance policy for 2025-2026
 - IV. Financial Audit will be conducted
- IV. Vice President Update given by Brianna Sexton
 - General Membership Meeting Schedule for 2025-2026:
Mondays, 6PM - 9/15, 11/10, 1/12, 3/16, 5/11
9/15 meeting will be in-person at the school. Others will be virtual.
 - We are recruiting for board vacancies – Fundraising Chair and Co-Chair. Special thanks to Jessica and Amanda for their contributions to the PTA!
- V. Treasurer Update given by Beth Posocco – [Full Treasurer's Report](#)
 - Balance in checking account as of May is \$9,978.58
 - Receivables since last reporting period include a \$485 donation, \$8 on-the-spot dance ticket sales, and \$4,335 from the Spring book fair
 - Disbursements since last reporting period include \$565 for Teacher Appreciation Week and \$634 reimbursement for dance concessions.
 - Anticipated disbursements include additional dance reimbursements (~\$300), Teacher Appreciation Week (~\$700), Field day snow cones (~\$1,100), chalk the walk, yearbook poster, and insurance policy.
 - All reimbursements must be submitted to the Treasurer by 6/13/2025 so the audit and financial review can be completed.
- VI. Committee Updates
 - Communications Update given by Janine Lee
 - i. [PTA Feedback and Idea survey](#) will be distributed to PTA members and the school community the week of 5/12

- Events Update given by Abigail McCarthy
 - i. Over 500 tickets sold for the dance!
 - ii. Chalk The Walk will be rescheduled due to weather during Teacher Appreciation Week. Potential alternative dates: 5th grade graduation, last day of school, or Teacher workday on June 16.
 - iii. At field day the PTA will be providing a free snow ball for every student and staff member
- Fundraising Committee Update given by Brianna Sexton
 - i. Upcoming Coldstone Creamery Spirit Night on 5/28 (ColdStone provided ice cream for Teacher Appreciation Week)
 - ii. PTA is in the beginning stages of planning a Fall 2025 Fun Run with APEX
- Hospitality Committee Update given by Alicia Pitts
 - i. Since the last meeting, Hospitality has spearheaded Pi Day, Assistant Principal's Day, Staff Admin Day, Principal's Day, Teacher Appreciation Week.
 - ii. Arctic Fireproofing was the Teacher's Lounge Sponsor for May
- Membership Committee Update given by Danielle Sweatt
 - i. Current memberships go through June 30
 - ii. Committee would like to host a meet and greet with families of incoming Kindergartners and new students during the summer. Additional planning to be conducted.
 - iii. Planning for membership drives for the beginning of school year
 - iv. FreeState PTA is raising their fee by \$1, so local PTA dues may have to be adjusted
- Spirit Wear Committee Update given by Abigail McCarthy
 - i. Spring spirit wear orders will be delivered to the school and distributed to students by 5/16
 - ii. Considering adding spirit wear perk for joining PTA next year
- Yearbook Committee Update given by Abigail McCarthy
 - i. Surpassed yearbook sales goal of 300. 370 were ordered.
 - ii. Yearbooks are in the process of printing and should be delivered to the school in the next few weeks.

VII. Assistant Principal Matthews acknowledged that it was Principal McKay's final PTA meeting. Principal McKay thanked the group for all their work and collaboration this school year.

VIII. First Year Recap Slideshow was shared. Thank you, PTA Volunteers and Sponsors!

IX. Meeting adjourned at 6:27 pm.