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**PTA Board of Directors Meeting Minutes**

January 20, 2022

7:30 pm via Zoom

- I. Co-President Susan Mapen calls the meeting to order at 7:32 pm
  - a. Welcome from the Co-President, Susan Mapen
  - b. Quorum established— 22 Board members are present (more than half of existing board members)
  - c. Presentation of Agenda
    - i. Susan Mapen presents agenda
    - ii. Motion to adopt proposed agenda for January 20, 2022 Board of Directors Meeting made by Lisa Olmsted
      1. Seconded by Ginger Pursley
      2. Unanimous approval
- II. Administrative Items – Dawn Rutherford:
  - a. Approval of Minutes from Board of Directors Meeting held on August 25, 2021
    - i. Secretary Dawn Rutherford presents minutes from August 25, 2021 Board of Directors Meeting
    - ii. No corrections noted
    - iii. Motion to approve made by Marla Johnson
      1. Seconded by Heather Low
      2. Unanimous approval
  - b. Nominating Committee – call for nominations for the Nominating Committee
    - i. Overview:
      1. The Nominating Committee is comprised of 5 members, plus one alternative – all members of the PTA – and elected by the general membership of the PTA. The committee is charged with nominating an eligible person for each executive officer to be filled and report its slate of nominees at the April general membership meeting. The work of the nominating committee primarily takes place during February, March and early April.
      2. Members nominated for the Nominating Committee should possess the following skills:



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- a. Demonstrated fair, ethical and impartial judgment when evaluating people or situations;
  - b. Demonstrated ability to listen and ask penetrating questions;
  - c. Demonstrated ability to keep confidential information;
  - d. Understanding of PTA strategic plans;
  - e. Understanding of how to build skill sets by position.
3. The future of our PTA is determined by the leadership qualities of the people selected by the Nominating Committee – please consider self-nominations or who on your area committees and in the PTA community would be a good candidate to nominate to the Nominating Committee.
- ii. Lisa Olmsted who was on last year’s committee – not such a huge commitment – it’s really a great opportunity to meet other parents and learn about the PTA organization
  - iii. Ginger Pursley – also participated on committee during spring 2020 when COVID shut everything down – get to meet people and deep dive into the PTA
  - iv. Question from Alison Giannavola – timeline for commitment?
    1. Lisa: Met once/week, see where we were with candidates for the slate (deciding who on committee would reach out to different candidates, who makes the pitch for positions); later meet as a group with entire committee and candidates (bringing questions, more of an interview format) to determine if candidates are a good fit for the positions, good fit for each other (as a team), for the PTA, and then deciding who might be the best fit for each role; once the Nominating Committee is identified, they will set their timeline and the commitment is around one hour per week
- c. Annual Review of Bylaws
- i. In order to remain in compliance with Georgia PTA, our Board of Directors will review the bylaws annually and we are to distribute copies of the bylaws to each member of the Board.
  - ii. Our Bylaws are posted on the MES website on the PTA pages and have been shared with the Board.
    1. Jim Pursley: the posted bylaws do not reflect the amendment approved at the April 2021 general meeting to change our fiscal year to July 1 – June 30.
      - a. Dawn: That’s correct, and apologies for not yet having the revised Bylaws that reflect this change. Matt Fox submitted the approved amendment to Georgia PTA following the April 2021 general membership meeting. We have been following up with Georgia



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- PTA to determine the status of the revised bylaws document; hoping to receive it soon and will post it once available.
- iii. No other questions or comments noted.
  - d. Review of Georgia PTA Local Unit & Council Ethics & Code of Conduct Agreement
    - i. In order to remain in compliance with the Georgia PTA, we are to ensure that all elected officers, members of the board of directors and committee members have completed and signed the GA PTA Local Unit and Council of Ethics and Code of Conduct Agreement
    - ii. This agreement has been shared via email with the request that it be reviewed
      - 1. Members of the Board and committee members will sign to confirm agreement to follow the Ethics & Code of Conduct
      - 2. No questions or comments noted.
- III. Presentation & Discussion of Spending Requests and Options for completion of MES Renovation – Tony Moore
- a. Up until one hour ago, prepared to overview the recent tour of MES renovation
    - i. But then APS superintendent letter published tonight announcing that MES will remain at Inman for the next school year – where we are next year impacts our fundraising/spending – how will we leave our mark on renovated MES (and Inman)
    - ii. We will still walk through the MES renovation tour and opportunities for enhancing the renovation
    - iii. Guiding questions/thoughts: value-add of projects, long term vs short term; clear benefits to students/teachers; community benefit
    - iv. Provide something for investors/givers to connect to – have as legacy
    - v. Ideas for Inman facility
  - b. Thanks to Parrish and Principal Sofianos for letting PTA reps join the tour
  - c. Looked at office spaces, classrooms, media center, arts rooms, cafeteria – upgraded lighting, paint
  - d. They will be ready for July certificate of occupancy – APS providing furniture, tech (promethean boards)
  - e. Looked at legacy swag area/garden
    - i. APS will remove picnic tables, clean up plant overgrowth
  - f. Gym – field of dreams and basketball court; re-install climbing sphere
  - g. Susan – met team involved in project at MES – same crew that did Howard – changed design to remove 3<sup>rd</sup> floor (4 classrooms removed) in new gym building – they cut



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- everything they could not just 3<sup>rd</sup> floor (were going to replace floors, and even more was cut to compensate for increased costs – not only the 3<sup>rd</sup> floor)
- h. Got to see little things they didn't make a big deal about – like new ADA compliant elevator that's so much better than old one; new entrance is much more inviting
  - i. Four areas for PTA funding opportunity based on asks by APS: turf on field, amphitheatre, murals, legacy portables area enhancements
    - i. Turf – we asked for a number from APS but don't yet have – maybe \$155-160 but could be closer to \$180-190 because of cost-increases; turf better than grass – consider mud, ants, various field/playground issues we've encountered at Inman
    - ii. Amphitheatre – hill with seed on pile of dirt – could be amazing tiered amphitheatre space – use for graduating pictures, eating outside, class meeting outside, class parties – waiting for estimated cost and design renderings from APS – open glass from café looking out to amphitheatre space – use for music, use for speakers/presentors – so much possibility
    - iii. Murals – some really big walls in renovated space; APS has an artist and identified several mural locations – we want to target large gym wall and lobby space
    - iv. Legacy Garden – blank slate – another area to be outside – opportunity for community project and visioning
    - v. Legacy portables area – open space at walker pad – possible shaded area, picnic tables, place for class parties or meeting outside
  - j. Wanted to put these before the BoD – how to we make our impact on the MES campus? For students, teachers, parents, community at-large.
    - i. Aisha – the garden sold her on MES – excited to bring it back...nature...being outside in a central space
    - ii. Caroline from MESF – looked at same options and budget – drawn to amphitheatre – either take whole project (depending on cost estimates) or partner with PTA to share amphitheatre project
    - iii. Susan – more facts for us to find out from APS – which projects do we need to do now with construction team, what can wait – also need renderings, cost details
    - iv. Principal Sofianos – how are we doing with this news? WE'll have two schools – and can use that MES building next year – not going to fence it off – could use turf field for events if installed, could evaluate Halloween at Inman or MES – security will be checking the MES property – Principal Sofianos only got the news



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90 minutes before us – can talk about experience, why decision was made, how to maximize having access to both properties

1. Tony – so could use amphitheatre for enrichment for rising 5<sup>th</sup> or others next year if it were built out at MES?
- v. Anne-Marie – opportunity for teachers to think about indoor spaces for future – messaging this year could be focusing on outdoor spaces as part of construction process
- vi. Principal Sofianos – new chromebooks and promethean boards installed on walls (teacher choice following poll); teacher choice concerning furniture selection
- vii. Turf field would be open so that families can still use space at MES
- viii. Robin – any reason to not include families with younger children in auction/fundraising? Include incoming preschools or neighbors/families who will benefit from turf field in community
- ix. Aisha – community-based field use – messaging that can continue to benefit the community
- x. Fabricio – for last auction, we did include invitations to local preschools, community at-large; do we have some money already ear-marked for enhancements? There was money set aside by previous PTA to use for turf replacement after renovation. What do teachers want? (i.e. upgrades to teacher lounges, etc)
- xi. Jim – nothing currently in budget but right now have 377k and change, if we spent every penny of budgeted expenses it would total about 100k – so realistically \$300k+ not allocated to anything
- xii. Susan – have to retain money in reserve to start next budget year and save for new Inman PTA/PTO seed funding, but have also saved funding for future turf (and/or MES projects) the past few years
- xiii. Cristin – talk about what we’re going to do next year at Inman (keep hearing about what’s not happening)
- xiv. Robin – can the kids weigh in on auction spending? How do we decide – yes – these are the 4 things – versus opening discussion to community
  1. Susan – time is not on our side – may need to decide even before auction based on feedback from APS/Parrish
  2. Matt (as Parliamentarian) – budget approved by general body; BoD recommends to general, general body approves with a vote
    - a. Could be confusion if fundraising for turf through auction (\$186k 20% increased cost) because we’ve been holding aside some money in the budget for turf



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- xv. Principal Sofianos – we could take a walk at Inman with Foundation and PTA and identify opportunities for enhancements (like we just did at MES renovation)
- xvi. Tony – let's make the most of the next year at Inman – what can we ramp up? Auditorium, gym, Anne-Marie takes over playground, Media Center already awesome but maybe opportunity there – how to improve daily lives of teachers...teacher lounge enhancements?
- xvii. Susan – other time sensitive concern is the auction and related messaging – what is the auction for? Hear thoughts?
- xviii. Lisa – think turf should be priority – teachers dealing with muddy, wet-shoed kids – not just parents – remember what Fabricio referenced (Emily Fink showing financials at a general PTA meeting that this money is set aside for turf) – so we should have some money set aside for turf – maybe use funding for playground enhancements at Inman campus (just document that equip will stay at Inman and not be moved to MES)
- xix. Principal Sofianos – getting a sense of FMP and rezoning – percent of students who will be rezoned is not known but would be helpful for projections (i.e. 20% rezoned – leave 20% of funds at Inman) – we've always been overcapacity (have kindergarten data back to 2008 – spark opened but then we were right back at capacity)
- xx. Susan – found the finance presentation from 2019 PTA meeting – saved \$75k for turf but now estimated cost is at least twice as much
- xxi. Justin – any renderings of amphitheatre for auction? Tony – would like posters on easels for auction
- xxii. Jim – who is getting renderings/estimates?
  1. Perkins and Will draws rendering, Parrish prices out project – Brian is working with APS (Project Manager Danny); would like a time frame – what does it mean if we have to defer? Impact to costs; make investment now – better price because construction team is onsite – what factors to consider
- xxiii. Ginger – engaging K and 1<sup>st</sup> to give voice in MES since had no voice in Inman
- xxiv. Cristin – do we have to commit funding projects to APS? If we (through auction fundraising) give this, we get that, if we give more, we can get this.
- xxv. Susan – the reno team indicated they would help with renderings for auction to encourage giving
- xxvi. Lisa – question from Maggie in chat re: 3<sup>rd</sup> floor cut to MES renovation
  1. Tony – building foundation was poured based on a revised design, it can't support weight of 3<sup>rd</sup> floor so the floor can't be added back to the design



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2. Principal Sofianos – they’ve had to cut more than the 3<sup>rd</sup> floor – it’s not just the 3<sup>rd</sup> floor that was cut from the renovation plan
- k. Principal Sofianos – appreciate resilience of this group, tough tonight with this news, we will focus on kids’ resilience, thank you

IV. Adjournment

- a. Motion to adjourn by Ginger Pursley
  - i. Second by Tony Moore
  - ii. Unanimous approval
  - iii. Meeting adjourned at 8:47 pm