Grand Traverse Academy Family Council

Meeting Minutes February 12, 2018

Traverse City, MI

Meeting called to order at 6:33 p.m. by President Jim Foley.

Present:

* Anna Heiges, Treasurer
* Tracie Hardy, Secretary
* Beth Troyer, Reporter
* Mindy VanHouzen, GTA secondary Dean of Students, school liaison
* Jill Corwin, Volunteer Chair
* Suzanne Threet, Events Chair
* Traci

A quorum not met.

January minutes have been posted to the GTAFC website and have been placed on file.

**Report of the Events Committee**: Chair Threet has been working on the Mother/Son event which is on the GTA calendar for April 13, 2018. This was formally discussed as the Father/Daughter Dance in error. That event will take place Spring 2019. Chair Threet has been in contact with Incredible Mo’s for a bowling event. Maria Dean, who has headed this event in the past, has assisted Chair Threet. The event will be Saturday April 14, 2018 from 10am-12pm at a cost of $16.00 per mother/son couple. This will include: one game of bowling with shoes, 2 slices of pizza with 2 glasses of pop, $5.00 arcade card. An additional child can be added per mother for $8.00 each and comes with an additional $2.50 arcade card. There is no maximum number of guests. Another venue was researched, the Coin Slot, however, they could only accommodate 60 guests and the numbers are expected to be higher.

Discussion occurred in making a flier to seek possible sponsors to offset the cost for those families that would need a scholarship.

Next steps:

1. Book the venue
	1. Work out logistics if there is a deposit and how GTAFC to pay for the event.
2. Work with Volunteer Chair Corwin in getting volunteers the day of the event for check in and any other areas of need
3. Get a baseline of numbers from Maria Dean from past events.
4. Reach out to sponsors to offset cost. Offer the sponsors a free ad in our school newsletter. Jim Foley and Mindy Vanhouzen will draft something for the school newsletter by February 26, 2018.
5. Target date for the “invitations” to go out to elementary parents is March 12, 2018 stating scholarships are available and to contact Mindy Vanhouzen. It will also state that each student needs to be accompanied by a mother of the school.
6. Chair Threet to email from the events email to the GTAFC email as the details come together.

Chair Threet gave an update on the Battle of the Books. A mock classroom battle took place showing what the four teams are doing. The first battles will take place 2/25/18 and also working toward the 2019 event.

**Report of the Culture Committee:** Chair Kornexel was absent. Mindy VanHouzen gave update in regard to the girls’ event for 2019 after the first planning meeting took place January 18, 2018. Work is being done to create posts on all social media. There will be a vendor fair with Third Level Crisis Center, GT Woman’s Magazine, and Women’s Resource Center to name a few where the attendees can visit each table for information or receive a bag of materials from each organization. A modest dress fashion show is being planned along with lunch, crafts, and breakout sessions for both the parents and the girls. A name for the event is still being worked on. The next planning meeting will take place on February 15, 2018.

GTAFC will continue to keep as a monthly agenda item and offer help where needed.

**Old Business**:

1. Anna Heiges has not been able to research any further grants, but it is on her task list.
2. School Supply Drive: Whereas it was advertised as planned, the logistics were not. Parents arrived with their supplies and there was no place to put them. The Builders Club is in place to pick up the donated supplies and to distribute. Jill Corwin volunteerd to put out the recycle bins with signs on them around 7:40 am the next two Fridays, February 16 and February 23, 2018, with Mindy’s assistance. Jim Foley will draft an email blast for Karen Hatch to email out as a reminder to families the Thursday before each dropoff.
3. Anna Heiges has been working on opening a GTAFC bank account for three weeks. There have been some delays with PNC due to a vacation with staff member she was working with. She has also been working with Janelle at Rehman Group who initially approved Anna to have a VPN into the school bank account to access GTAFC account ledger, however, now has decided to deny that access. Jim Foley to reach out to Janelle and the Rehman Group to get some answers as to why this change has taken place. Safeguards can be in place so Anna only sees information for GTAFC, however, Rehman Group can see all accounting information for the school. GTAFC may need to purchase a laptop and Quickbooks program for that laptop but would rather not spend funds on this. An Excel spreadsheet may be used for these purposes in lieu of the purchase. Current balance in GTA account for GTAFC is $525.26.

Next meeting Monday March, 12, 2018, 6:30 p.m.

Meeting adjourned 7:28 p.m.

Respectfully submitted

Tracie Hardy

Secretary