



Meeting Minutes

PTA: Southwood Elementary School; General PTSA Business Meeting

Date: May 16, 2020

Time: 1:00 p.m. –2:00 p.m.

- I. Call to Order:** The general business & slate of officer election meeting of the Southwood Elementary PTA was held virtually via Zoom on Saturday, May 16, 2020. The President Marie Claggett called the meeting to order at 1:06pm. The following members were present

Marie Claggett	Stacey Tanenbaum	Susana Saraiva
Megan Durrance	Shani Beaux	Leasidas Arce
Linda White	Gisella Starman	Veronica Munoz
Crystal Lacsamana	Andrea Francisco	Wendy Scotchie
Erin Briley	Laura Vrchota	Vishwa Mithu

- II. President’s Report:** Marie Claggett welcomed families and discussed the Teacher Appreciation car parade.
- III. Approval of the Minutes:** Marie Claggett introduced the meeting minutes from the January 14th PTA General Meeting, all approved as is.
- IV. Treasurer’s Report:** Our current cash on hand is \$2770.55 we currently have 1 check outstanding for a T-Shirt refunds totaling \$10. The annual budget was reviewed. Marie Claggett proposed rolling our current on hand cash into a Summer Interim fund, to help cover the costs of 5th grade Celebrations, Community Engagement Activities, Officer Training and start up costs for next school year before we meet again to approve the budget .Stacey Tanenbaum motioned for the approval, Leasidas Arce seconded and all in attendance voted in the affirmative.
- V. Reports of the Committees**
- **Election of Officers**
 - The committee presented 5 volunteers for the executive board. For President we would like to elect Susana Saraiva, for Secretary we have Crystal Lacsamana, for Treasurer we have Marie Claggett, for VP of Events we have Veronica Munoz and for VP of Fundraising we have Linda White All in attendance voted in the affirmative for all candidates and we welcomed the new members to the Board. With the new board in place our bank account will be updated to reflect Susana Saraiva as President & signer on the account and removal of Leasidas Arce former Treasurer, Marie Claggett will continue as a signer on the account.
 - **Fundraising Chairperson’s Report:** Linda White
 - **Fall Catalog Fundraiser** – Due to the current health crisis the members voted to postpone the catalog fundraiser until the Spring of 2021.
- VI. Events/Programs Chairperson’s Report:**
- 5th grade Celebration was discussed, we have approximately \$800 in the budget for EOY celebrations. It was decided that we would host a drive through graduation and the PTA would provide balloons & snack sized gelatos from Jeremiah’s Italian Ice.
 - Grade Level Playdates were discussed, we are holding off on planning anything until the FLDOE issues guidance on reopening schools.
- VII. Unfinished Business:**
- Open Board positions for the 2020-2021 school year were announced. We had no volunteers at this time.

VIII. Upcoming Events

- Last Day of School – May 27th
Meeting was adjourned at 1:50pm.

Respectfully Submitted:

Shani Beaux