

PCA Meeting: 9/14/17

Call to order at 7:05 p.m.

In attendance: Susan Sather, Connie Davis, Sheri Zimmerman, Ray van Hilst, Leslie Moore, Amy Shaw, Heather Wellman-Massey, Netta Riley (came in late)

President's Report:

We hired Mitsuyo Sprague as our Administrative Assistant, effective immediately.

All forms are due on Monday, 9/8/17.

Thanks to the uniform crew: Stacey Gimbert, Mitsuyo Sprague and Sheri Zimmerman who have been working with Mrs. McCormick. Dress order payments are made directly to the school through My School Bucks. Tux orders might be delayed because the facility is in Florida. If there is a problem, the boys should be directed not to wear jeans.

Thank you to Jeff Zimmerman and the Chorus Trip committee for working on trip ideas. A decision about the trip will be made after next week.

Thank you to Leslie Moore for representing the PCA at Back to School Night.

Rita's doctor's appointment is next Wednesday, and decisions about Broadway Night and a Spring Trip will be made after her treatment plan is established. These decisions should be made before Back to Chorus Night.

Connie Davis, Debbie and Susan Sather became signers on the OCA bank account. Connie is going to be our treasurer because Debbie is dealing with a personal issue. Debit cards are en route and should be received shortly.

Susan McCormick will arrange for Mitsuyo to fill out the HR8 form to receive her School access pass. Board members need to fill out the HR3 form and return in order to get their volunteer badges.

Choral Director's Report:

From Susan McCormick—The year is off to a good start. I enjoyed meeting so many parents at Back to School Night. Leadership roles will be assigned shortly. Each group is working towards the Fall Concert. Please continue to be patient as I learn to navigate this position.

Treasurer's Report:

Starting balance ~\$40,000

We will work on the budget during the transfer from Susan Brownsword to Connie.

Current Business:

- Back to Chorus Night—Amy and Heather will be there at 5:15 to help set up.
- The Scrip Program needs volunteers.
- Netta Riley reported on the possibility of having a show at Ned Devines. No Sundays during football season. A Saturday afternoon would be good, perhaps 12/9 or in January.
- Bring up Open Chair positions at Back to Chorus Night.
- The Policy and Procedures Document from 2015 needs to be completed.
- Meeting dates and times? We agreed on the 2nd Tuesday of the month at 7:00 p.m. The next two meetings will be on 10/10/17 and 11/14/17.

New Business:

Need to make a motion to make Connie Davis our new treasurer.

Heather Wellman-Massey motions.
Amy Shaw seconds.
Passed unanimously.

Need to make a motion to make Stacie Gimbert our new At Large Member.
Ray van Hilst motions.
Sheri Zimmerman seconds.
Passed unanimously.

Susan B. and Connie will be at the Budget Planning meeting.
We need an Internal Audit.
Fall Fund Drive on 11/11: we are looking for some new parents to head up the committee. Ray can set up Square with the volunteer parents so that people can pay by credit card.
Reston Hospital Infant Memorial: 10/6; need parent chaperones
Reston Multicultural Festival: need parent chaperones

Announcements:

It is likely that Singstrong will be returning and be housed at Crowne Plaza in Herndon. We will be providing volunteer support.

Adjourned at 8:16 p.m.