BTPTA Board of Directors Meeting Minutes Monday, December 5th, 2016 7:00pm Conley Multi-purpose Room

**Attendees**: Michelle Stegens, Meghan Lissner, Jessica Gleason, Logan Meyer, Vanessa O’Keefe, Dawn Muir

1. **NHHS Scholarship (MS):** BTPTA will award one need based and one merit based scholarship. There will be no essays necessary – school will choose winners.
2. **Coffee with Principals (MS):** Wednesday 12/14/16 @10am – Ms.Smith and Dr. Farley will attend and take questions.
3. **Chair for Treasurer (AP):** AP wants to be sure we have a replacement soon enough so that she can provide some guidance – Nominating committee will need to look for someone.
4. **Who will represent the Bylaws (AP):** DM will replace GO at the meetings – will attend as much as possible.
5. **Email Lists (LM):** LM will send out vendor fair email to all teachers/staff members of the school. LM will use the list that the office provided of teacher names and then look up emails – then send this email list to board members – VO may already have this list – will check and LM will email VO to remind her.
6. **Website (MS):** MS asks VO to add link to meeting minutes to the website – now link goes to the calendar – VO agrees to fix. Officers page is gone – VO will check on it.
7. **New Business:**

* LM asks all to “share” vendor fair on FB. VO suggests that we “go live” on FB to have the vendor fair move higher in everyone’s newsfeed. All will also encourage people to bring in baked goods – will use K cups for coffee and then hot water for cocoa and tea.
* VO provides group with info on digital directory options – PT Avenue would be $200/yr – not very user friendly, but can be used as a database for other info (flyers) – directory can be printed from the site for those who want one on paper – PT Avenue will also be used in the future for membership signups – info will already be there – good security.

The second option is Myschoolanywhere.com – $398/yr? – More user friendly – parents can input own info – they can be reminded every year to join PTA – good security.

There is a free option – bad security.

Board does come to a decision on this.

* VO requests that MS enter her into PT Avenue as a member asap.
* MS will send out a notice in Genesis so families can verify Directory info.
* VO will send out form to BOD members so we can put some personal info in the website for others to get to know us – optional.
* LM presents Escape Room idea for BOD team building activity – Agree that January may be best – LM/JG will research
* 12/19/16 meeting canceled