Advisory Board meeting minutes

1-12-2016

Attendance- Charlie West, Jenna Lenz, Myriah Marsh, and Natalie McDonald

Myriah visited with Natalie about Longfellow Parent Association.

**Old Business**

4th and 5th grader monies. Nothing came of this -note of treasurer. Please keep 4th and 5th grade monies separate for future. They may want to use their monies for other projects in future.

By-laws/job descriptions. Read over by-laws and come up with job descriptions by next meeting (February9th)

North Fort- Charlie had updated numbers. Charlie will go and open 2nd savings account for North Fort.

Natalie is wondering who takes care of LPA’s taxes.

Myriah Marsh, Charlie West, and Natalie McDonald are signers on checking account.

Myriah needs to draft e-mail or letter announcing that Natalie is our new treasurer for bank’s approval on adding Natalie as signer and handing to the torch.

How long does LPA keep giving all donations to North Fort? As of October 8th(ish) all monies donated go toward fort. Myriah proposes that we give an end date. End of March? End of May. We need to keep some monies for ourselves and work on own operating budget.

**New business**

Langauge-Treasurer helps language teachers and managing person by keeping track of monies in and out. This past week Kate had asked me about reimbursement information for teachers. Each teacher can have.

Can we charge a service fee for those who use our treasurer? How can we keep this task manageable for treasurer?

Bottle fill for drinking fountains- Jenna will work on this.

Last year Johna e-mail teachers about contributing $20 for the year for Culligan water. Myriah will send out e-mail in the next month.