

 **PiP Meeting Minutes**

**June 17, 2013**

**Attendees:**

Existing Board – Jason Micheletto – President, Hannah Gigley – Board Member II, Stephanie Pickle – Co-Director I, Kelli Puckett – Co-Director II

New Board – Nirav Desai – President, Stephanie Pickle – President Elect, Jennifer Christenson – Secretary, Kathie Byler – Social Events, Aundrea Caldwell-Clark – Committees, John Snyder – IT/Membership, Jeff Weaver - Treasurer

**Meeting begins: 7:14 pm**

Transition meeting started. Jason reviewed financial status and provided necessary documents for switching the banking information to the new board. There will be 3 signers on the New Board which will be Nirav Desai, President, Jeff Weaver, Treasurer, and Jennifer Christenson, Secretary. Jeff will submit documents to the bank tomorrow morning to get the signers switched over as quickly as possible.

Hilary needs to provide Drop Box password and general pip e-mail password.

Parent Express and Weebly passwords should be obtained by Marcia and she will give us a status of those once she returns from vacation.

**New Business Meeting begins: 8:22 pm**

Research Sign-Up Genius, Calendar Reminders, etc. to make sure that we are communicating events and reminding parents/teachers/students. Multipurpose room will be utilized for general meetings. It was decided that PiP would increase the number of general meetings for August, September, October and November to include more involvement and participation.

We will be meeting with administration to further discuss how we align our mission with there’s. We have established the 5 pillars of focus and now will be aligning those pillars with the 6 task forces that have already been established by Imagine. Each task force will consist of 1 teacher, 1 parent and 1 board member. Further establishing processes for parents and for the board is a work in progress. We have established a single point of contact. Everything we do needs to have the message of Academic Excellence. Board will submit any and all questions that need to be presented to the administration to Jennifer Christenson and we must allow them 1 week lead time to prepare an answer on the questions that were submitted. We also need a PiP Communication bulletin board in the school located in a central but high traffic area as another way to communicate with parents.

Back to School Picnic Update – Already received commitments of $1000 from Aaron Gigley for his IT business and Hannah Gigley for Real Estate if the current Real Estate person does not want to continue this year.

Kathie Byler motioned to vote on petting zoo deposit of $250, John second the motion. Vote all in favor – unanimous, those opposed – none. APPROVED

Stephanie Pickle has already paid the $440 park reservation for Myer’s Park and needs to be reimbursed when the banking information is switched over.

Jennifer Christenson will have a list of all committed sponsor for July 17th meeting.

Social:

Message needs to go out that anyone can plan an event. Calendar needs to be posted on website for all activities so that people are not planning over each other.

FC Dallas Spirit Night needs to be added. Hilary has the information, Kathie obtain from Hilary or Stephanie.

Committees:

Stephanie Pickle motioned to vote for 2 year term of committee chairs with re-election or new elections in annual general election. Nirav second the motion, all those in favor – unanimous, those opposed – none. APPROVED

There is a need for a Uniform Committee Chair still at this time. Also the elimination of the Social Committee has been done due to the fact that it is now a board position. The elimination of the Communication Committee was also done since it is now a board position.

IT:

Need input from each member of the board as to their needs of the website. After those have been submitted a mock-up website will be created with maximum functionality in mind.

Other:

Org Chart in the works and will be included in next meeting

501(c)3 Status needs to be researched and finalized. Jeff Weaver will determine current status.

Grants or other donations for non-profits research needs to be completed.

**Meeting ends 10:42 p.m.**