

**Meeting Minutes**

**October 2, 2013**

**Attendees:** Stephanie Pickle – President Elect, Jennifer Christenson – Treasurer, John Snyder – Director of IT/Membership, Marcia Dluhy – Director of Volunteers, Kathie Byler – Director of Programs, Aundrea Caldwell-Clark – Director of Committees.

7:04 p.m. Meeting Begins

**Group Discussion on Board Focus**

Johnny – Simplify tasks and determine necessity. Prioritize what needs to be accomplished.

Aundrea – Work more with students and position ourselves more with the IB program.

Stephanie – Build parent relationships and community. Have a mix of parent activities and parent/student activities.

Kathie – Fewer meetings with administration and more focus on PiP projects.

 Marcia – Focus on getting more volunteers.

Jen – Work more collaboratively as a group on initiatives, clearly define status of current projects and slow down taking on more activities until that has been identified.

Kim Wood Resignation – Accepted

Tasks – Marcia offered to help with communication, Johnny is going to handle membership database and determine software upgrade costs/needs. Aundrea and Kathie are going to work on committee status and forward information to group. We need to work on General Meeting information for October 15th including presenting annual budget. Committee proposals will be necessary to determine budget. Need to have someone review finances for regular account and fidelity account for accuracy and transparency for next meeting.

Meetings with Administration – Need to be held with at least 2 members of the board regardless of topic.

Meeting Minutes need to be updated on PiP website.

Insurance information, Domain Website Information, etc. paid for by board members of PiP and then reimbursed should be property of PiP. Determine list of PiP property.

New Checks signers will be – Jennifer Christenson, Stephanie Pickle and Marcia Dluhy.

International Festival – Update from school will be done in a meeting with Ayesha, Jennifer and Stephanie and reported back at next board meeting. Still in planning stages.

Final area of business VOTE: Marcia motioned that Jennifer Christenson be the new acting President of PiP, Stephanie second the motion, all in favor – unanimous, those opposed – none.

**Board**

Jennifer Christenson – Acting President/Treasurer

Stephanie Pickle – President Elect

Secretary – Rebecca Carson

Director of Volunteers – Marcia Dluhy

Communication – Open

Director of IT/Membership – John Snyder

Director of Committees – Aundrea Caldwell-Clark

Director of Socials – Kathie Byler

8:28 p.m. Meeting ends