

**Wake Forest High School PTSA Meeting**  
**July 13 6:30 PM via Zoom**

Attendees (8): Karin Kuropas, Melanie Gambone, Larissa Moore, Jen Rudolph, Melissa Gilmore, Tracie Matthews, Kristy Dominique, Stacey Robinson

A. Call to Order/Welcome - Karin

1. [22-23 Code of Ethics](#)
2. [22-23 Conflict of Interest](#)
3. [Cougar Connections](#) (email and retail rebates)
4. All Board need to be [members](#)
5. Dates: (RED text is changed from original)
  - a) July 20 - newsletter submissions to [Lori](#)
  - b) Aug 1 - Newsletter Distributed
  - c) Aug 8 - PTSA meeting in Media Center at 7:00
  - d) Aug 11 - Cougar Camp (in person - **need help**) **Challenge**
  - e) Aug 20 - newsletter submissions (Lori to help NEW person)
  - f) **Aug 22** - Staff Welcome Back **Breakfast**
  - g) **Aug 23** - Staff **Membership Drive** (confirm good date)
  - h) **Aug 23 - Parking/Lunch Pass pick up (8 - 11, 1 - 3)**
  - i) Aug 28 - Deck the Deck/**Decorate** for First Day (3 - 5 & 5 - 8)
  - j) Aug 29 - FIRST DAY OF SCHOOL
  - k) **Aug 30/31** - Senior Treat Distribution at assembly
  - l) Sept 12 - PTSA meeting in Media Center at **7:00**
  - m) Sept 13 - WFHS Senior Parent Meeting (6 - 8)
  - n) Sept 15 - **Meet the Teacher Night** (6 - 8)

B. Budget/Financial Report - Larissa Moore

1. 2021 - 2022
  - a) Income      Budget      \$10,260      Actual - \$14,360.88
  - b) Carryover                      \$26,906.04 +\$ 2,034.46 Seniors
  - c) Expenses      Budget      \$15,259.46      Actual - \$10,087.55  
(preliminary numbers- subject to change)

*In the expenses, the senior picnic did not spend what was budgeted because it moved inside and many people didn't turn in receipts (said they were donating items). Also hospitality was very limited due to continued COVID restrictions.*

C. VOTE

1. 2022-23 PTSA Board Meetings held on 2nd Monday (Unless a conflict with school schedules) at 6:00 and continue to meet with hybrid model.

Motion to Approve made by:Larissa  
Seconded by: Melissa  
In favor: 8  
Nays: 0  
Abstain: 0  
Motion Passes/Fails: Pass 8 - 0

2. Membership stay at \$5 (\$4 to NCPTA).

a) *Melissa suggested that this be the last year that we have this rate, we can use as an easy fundraiser by charging more.*

Motion to Approve made by: Melanie  
Seconded by: Jen  
In favor: 8  
Nays: 0  
Abstain: 0  
Motion Passes/Fails: passes 8 - 0

3. [Challenge/Rebate/Membership Form](#) Updated to be used at Cougar Camp and Start of Year functions

Motion to Approve made by: Tracie  
Seconded by: Stacey  
In favor: 8  
Nays: 0  
Abstain: 0  
Motion Passes/Fails: Passes 8 - 0

4. Senior Scholarship redesign application and timeline  
*Announce Sept, application open Nov 1 - Feb 1, judge Apr 1  
Application will be presented at Sept 12 meeting*

Motion to Approve made by: Melissa  
Seconded by: Kristy  
In favor: 8  
Nays: 0  
Abstain: 0  
Motion Passes/Fails: Passes 8 - 0

5. Will research MemberHub functionality and if warranted, will start transition in early Spring 2023 for 2023 - 24 school year

Motion to Approve made by: Jen  
Seconded by: Melanie  
In favor: 8

Nays: 0

Abstain: 0

Motion Passes/Fails: Passes 8 - 0

6. Will develop a BUDGET to continue to provide Media Center Grant for books,, additional Staff/Club Grants, additional Hospitality to cover increased expenses. *(Budget vote in Aug by Board and Sept by General)*

*a) Jen suggested an additional line item for Advocacy. She is pursuing hosting Poe to give presentations to ONE grade level during school. Cost is \$7/student for one presentation and \$11/student for 2 presentations. She would like to address adding this to the budget. Due to no longer having quorum, this was tabled with the understanding that the actual budget will be discussed and voted on at the Aug 8 meeting and we will determine at that time if this can be added to the budget.*

Motion to Approve made by: Jen

Seconded by: Tracie

In favor: 5 (power went out and 3 people lost connection)

Nays: 0

Abstain: 0

Motion Passes/Fails: - not quorum

7. Approve new format of the [Website](#) and OK to promote

Motion to Approve made by: Jen

Seconded by: Tracie

In favor: 5 (power went out and 3 people lost connection)

Nays: 0

Abstain: 0

Motion Passes/Fails: - not quorum

- D. Announcements/Closing Remarks - *Karin thanks all for taking the time to join the meeting tonight and the executive board will continue to meet with individual committees and we will meet again via ZOOM on Aug 8 at 6:00.*

- E. Meeting Adjourned - 7:05