



MARDELA MIDDLE & HIGH SCHOOL
EXECUTIVE BOARD MEETING MINUTES

September 8, 2009

Tami Brown, Dawn Carey, Kim Carey, Mrs. Gardner, Sharon Harcum, Carol Mister, Nancy Pope, Teresa Shaver, Nicki Vestal

6:00 PM meeting called to order

- **Back to School BBQ Recap**
 - It was agreed that the menu was perfect – need to start cooking a bit sooner to be ready when the crowd begins. We may also want to raise the quantities of drinks / hotdogs
 - Need to have 4 – 5 coolers for sodas/ water to make sure they are all cold
 - Have 2 food tables to make lines move quicker
 - Have 2 membership tables / 2 spirit wear tables – in main lobby and by lobby by cafeteria
 - Make sure that the schedule posting is accurate and that everyone has been briefed on how the evening will run
- **Membership Update** – 95 memberships sold at the picnic!! Great job!!!
- **October 5, 2009 General PTA Meeting** –
 - Henrietta Parker from Wicomico County Mentoring will take about 10 minutes of the meeting
 - Sharon will also discuss the upcoming Spaghetti Dinner / Talent Show
 - Meet & Greet Dinner for staff
 - Set up 3:30 PM – Kim, Leigh Ann, Sharon
 - Serve from 4 – 5:00 PM – have a staggered serving schedule
 - Menu – Subs, prepackaged Chips, prepackaged desserts, iced tea / water
 - Tea – 5 gal each – Nicki and Carol
 - Desserts – Kim, will also solicit from volunteer list
 - Will need plates, napkins, cups
- **PTA Sponsored Middle School Dance, Friday, September 25, 2009**
 - Volunteer list will be used to solicit for drinks and prepackaged snacks
 - Palm Trees, grass skirts and other decorations that Sharon already has on hand
 - \$3.00 admission – normally sell about 150 tickets
 - Only expenses will be the DJ
- **Spaghetti Dinner / Talent Show**
 - Friday, November 20, 2009
 - \$5.00 for Children, \$8.00 for Adults
 - 5:00 pm talent show participants eat (Be ready to serve possibly earlier if possible. Have kitchen help there no later than 4:45 PM)

- 5:30 pm open to the public
 - 6:00 pm show begins
 - No admittance without purchased ticket – we will not advertise that tickets will be available at the door.
 - Chairperson – Talent Show – Sharon
 - Chairperson – Spaghetti – Lesia – Carol, Tim & Theresa, Michelle
 - Silent Auction – Dawn, Kim and Nicki
 - Sharon may have copy of donation letter
 - Prizes – Sharon
 - We will solicit from Volunteer list for Prepackaged Desserts
 - Whoever passes out the drinks will wear gloves.
- **Veteran's Day program**
 - Mrs. Henry will chair again
 - National Junior Honor Society under the direction of Mrs. Franks will set up, serve and clean up the refreshments
 - We will again solicit from the volunteer list for prepackaged desserts and drinks
 - Mrs. Henry really organizes this, we are just there for support.
 - Sharon will get yard signs to put up for the local community to see.
 - **Next Executive PTA Meeting** – November 10, 2009 at 6:00 PM

Meeting adjourned at 7:30 PM