



Cubberley Elementary PTA  
Executive Board Meeting  
Tuesday October 14, 2025 6pm  
[meet.google.com/buj-xyjx-bpc](https://meet.google.com/buj-xyjx-bpc)

Quorum is 5 Voting Members  
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Attendees: xx

**1) Call to Order: Lindsey Hawes, Cubberley PTA President**

6:01 PM

**2) Consent Agenda**

- a. Past meeting minutes
  - i. [09-09-2025 meeting minutes](#)
- b. Treasurer's Report
  - i. [September](#)
    - 1. Balance on hand as of 9/1/25 - \$16,084.73
    - 2. Income 9/1/25 - 9/30/25 - +\$1,977.48
    - 3. Expenses 9/1/25 - 9/30/25 - created -\$1,026.10, posted to account -\$304.17
    - 4. Balance on Hand 9/30/25 - \$17,758.04
  - ii. Membership as of 9-30-25
    - 1. 77 members
    - 2. \$1,401 revenue YTD
    - 3. \$304 donations YTD

**3) Action Item: Approve Consent Agenda**

- a. Motion by Long Nguyen
- b. Second by Debbie Churchill
- c. Vote result - all approve

**4) Old Business**

- a. Movie Night Fundraising
- b. Membership Drive Results
  - i. Ice cream/popsicle party for Ladisa/Syfah classroom
    - 1. Reach out to volunteer list for Ice Cream party help
- c. Art Reach Scheduling
- d. Family Dine Outs
  - i. Mariah to reach out for Maggie's check

**5) Principal Updates**

**6) Committee Updates**

- a. Trunk or Treat - Debbie Churchill
  - i. - 15 Trucks so far
  - ii. Debbie will be at the school around 3 to start setting up
  - iii. Prepay list will be printed 30 mins before event – Long and Lauren be at the main table
- b. Build a Reading Buddy Kathryn Hohenhaus
- c. Communications Mariah Tamasco

- d. Membership Mariah Taramasco
- e. Assemblies Adrienne Baker
  - i. Assembly next week – Ventriloquist (Bullying)
  - ii. November assembly has been booked
  - iii. Working on Fire Dept for December Assembly
- f. Running Club Adrienne Baker
- g. Yearbook Sarah Knox
- h. Spirit Wear/Web Store Lauren Jones
- i. Winter Market Lauren Jones/Kristin Woodburn
  - i. All setup for space 12/15 – 12/19 (Mon-Fri)
  - ii. Pending contract signing
  - iii. Vendors notified
  - iv. Kristin to verify if we can digital sales or on-site only
- j. Rainbow Run Lauren Jones
- k. Sponsorships/Donations Lauren Jones

## 7) New Business

- a. Field Trip Funding/Request
  - i. Lindsey to send email to teachers to let them know they have more flexibility with the field trip funds
- b. Garden Partnership Request
  - i. PTA unable to provide funds since it doesn't fall within any of the approved line items
  - ii. Potentially reach out to local mom groups for support
- c. 2024 Taxes
  - i. Kristin will complete
- d. Open Committee Positions
  - i. Winter Program – Mariah to chair
  - ii. Inclusivity
  - iii. February Family Night
  - iv. Staff Appreciation
  - v. End of Year Open House
  - vi. Financial Reviewer

## 8) Officer Reports

- |                             |                  |
|-----------------------------|------------------|
| a. Teacher Representative   | Chad Williams    |
| b. Executive Vice President | Lauren Jones     |
| c. Treasurer                | Kristin Woodburn |
| d. Secretary                | Long Nguyen      |
| e. Historian                | Sarah Knox       |

## 9) Open Forum

**10) Adjourn: Lindsey Hawes, Cubberley PTA President**

7:13PM