

Minutes of MPA PA Board Budget Meeting – December 13, 2018 - Meeting commenced at 8:15 am

In attendance Barry Madore, Kim Jakway, Seema Anwar, Meredith Forgosh, Russ Purdy, Sue Knapp and Tara Lafferty

1. Went through the expenses incurred from August 2018 to date and clarified all uncertainties.
2. Discussed the outcome of the Head of School (HOS) meeting which took place on 12/12/18. Gina was present at the meeting and discussed the School's insurance policy vs. acquiring our own. The HOS reiterated his feelings about the PA being a part of the school and not a separate entity and thus the PA would not have to worry about getting its own insurance. However, we restated our position that we would remain separate, for the benefit of future MPA PA boards, and that we are acquiring our own General liability policy as well as our own D&O policy.
3. Middle and lower families will be charged a small fee for the book festival dinner to help offset expenses.
4. The LS book festival budget will be reduced slightly and that amount will be redirected to the MS Café. Seema and Sue will rework both budgets to derive an exact amount to be transfer.
5. The Cultural Celebration will occur in May and will look to have food donated.
6. Storage room clean-up will occur after MS Café and Book Festival
7. The Budget needs to be reworked to ensure that at the end of this academic year, going into the next academic year, that there is a balance in the PA account of at least \$2,500.

Meeting was adjourned at 9:30