

PMC3 Board Meeting Minutes  
October 22,2019

President Dave Shipley called the Board meeting to order at 7:00 p.m.

Dave reported that currently the balance remaining in the account is \$17,966.43. The amount allocated for Round 2 will be \$11,316.67. There is a reserve in the account from round one of \$6,650.00 which includes \$2,250.00 for HUDL, \$500.00 for FBLA and \$3,900.00 for theater.

It was discussed that there are a few CCAs that have not provided photo or video evidence of grant money usage. FBLA and Robotics have not yet received their funding, Rocket Club and TEAMS have not yet used their funds due to activities occurring at a later date and theater has not responded. Jen has volunteered to talk with Missy Mintzer, head of theater, in order to obtain the necessary grant funding receipts and evidence.

The timeline for Round 2 was discussed and it was determined by the Board that meetings and funding will occur quickly. The timeline discusses is as follows:

Notification/Grant Forms released	October 27, 2019
Grant Request deadline	November 15, 2019
Board Meeting	November 21-25, 2019
School Board Meeting	December 3, 2019
Checks disbursed	December 8, 2019
Receipts due	December 22, 2019
2019 End of Year report	January 13, 2020
School Board Meeting	January 21, 2020, February 3, 2020

The Board discussed if there need to be any changes to our policies. It was decided that the Board will re-evaluate the 70/30 funding option in the future.

A few suggestions were made concerning the Grant Request form. Allison recommended adding a question concerning the willingness of the CCA to accept partial funding. It was also recommended that the " For PMC3 use" section be removed from the request form. The Board members also would like a better description of the number of students impacted by the funding rather than just seeing the number of students involved listed on the request. The instructions for completing the form will be revised requesting that the form be filled out, scanned and attached in an e-mail to the PMC3 mailbox. This will enable all coaches involved in a joint request to sign the grant request indicating their knowledge and acceptance of the joint request. The questions concerning previous grants that were denied will be removed.

Jason F. will update the website and create a blog for the PMC3.

Jason D will review the CCA Master List for and revisions.

Policies will need to be reviewed prior to the Spring funding meeting.

The meeting was adjourned.