
Collier Elementary PTA Meeting Minutes

Date: August 18, 2025

Time: 6:00 P.M. - 6:38 P.M.

Location: Virtual (via Google Meet)

Attendance

- Alexis Cervantes
 - Julie Widick
 - Shannel Rollinson
 - Emily Lambert
 - Jenny Osborne
 - Mary Anderson
 - Margaret Cummings
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1. Call to Order

Julie Widick called the meeting to order at 6:00 P.M. The PTA Board and members introduced themselves.

2. Approval of Minutes & Financial Documents

- **May Meeting Minutes**

The minutes from the May meeting were reviewed.

- Motion to approve: Mary Anderson
- Second: Shannel Rollinson
- Motion carried.

- **Amended Standing Rules and AZPTA Bylaws**

The updated standing rules and bylaws were reviewed.

- Motion to approve: Mary Anderson
- Second: Julie Widick
- Motion carried.

- **2025–2026 Budget**

Julie presented the proposed budget, outlining new income sources and planned expenses.

- Motion to approve: Mary Anderson
- Second: Jenny Osborne
- Motion carried.

- **Financial Audit Review**

The financial audit was reviewed and approved.

- Motion to approve: Jenny Osborne
 - Second: Mary Anderson
 - Motion carried.
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3. Reports

- **Treasurer's Report**

No treasurer's report was presented. Monthly Treasurer Summaries will begin at the next meeting.

- **President's Report**

No formal report was presented.

4. Open House – August 19 @ 5:30 PM

- PTA will host a table at the event featuring:
 - Membership sign-up
 - Popcorn
 - Custom stickers
 - Temporary tattoo station
 - Volunteer sign-up sheets for upcoming events, including the Fall Book Fair
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5. Membership Drive

- Runs through August 29, concluding at the Chili Cook-Off
 - Raffle prize: Amazon gift card
 - Jenny will send reminders to families
 - Memberships collected at events will count as raffle entries
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6. Penny War

- The fundraiser has begun and will run through September 12
 - The PTA will coordinate with teachers and classes to determine an appropriate class prize for the winner
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7. Fall Book Fair – August 25–29

- The Scholastic Book Fair will run during the last week of August
- More volunteers are needed for staffing the book fair.
- A volunteer sign-up sheet will be available at the Open House
- Each student will receive a \$10 voucher from the PTA to spend at the fair

8. Chili Cook-Off – August 29 @ 5:30 PM

- Alexis will shop at Costco for supplies prior to the event
 - Jenny will manage table setup and provide a pre-approved music playlist
 - Julie suggested selling Otto Pops
 - Jenny recommended increasing soda prices for better fundraising
 - Jenny will also coordinate apron prizes for the chili contest winners
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9. Fundraiser Nights

Chuck E. Cheese Night – September 5 (3:00–9:00 PM)

- Must bring a Collier flyer for purchases to count
- PTA receives 20% of sales
- Chuck E. will visit the school from 2:00–2:30 PM
- Event is confirmed and booked

Dairy Queen Night – September 23

- Families must mention "Collier Elementary" at checkout for sales to count
 - Event is confirmed and booked
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10. Adjournment

Julie Widick motioned to adjourn the meeting.

- Second: Mary Anderson
- Meeting adjourned