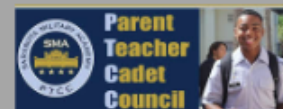




# SARASOTA MILITARY ACADEMY

*Celebrating 20 Years of Tradition*  
*A Generation Leading with Integrity.*

Date: October 10, 2023



## Meeting Minutes

### Agenda

1. **Introduce Existing & New Members**
2. **Discuss New Initiatives**
  - a. **Motivate 2024:** Passport Type system where cadets volunteer to maximize their efforts in 5 key areas in order to improve over all academic/personal performance and wellness. Prizes are awarded for each section of the passport which is stamped.
  - b. **Fund Raising:** New ideas to generate more funds for events at both SMA Campuses.
3. **Budget Update**
4. **Cash on Hand**
  - a. Expense Report
  - b. Cash Deposit/Scholastic \$ Vote
  - c. Fundraising Efforts (Wreaths)
5. **Parent Input**
6. **Session Summary and Wrap-Up**

### Attendees

**SMA PTCC President:** Brenda Canales

**SMA PTCC Faculty Liaison:** MAJ Russ Osterfeld

**SMA PTCC Treasurer:** Liz Bonnett

**SMA PTCC Parent Lead:** Amber Martin

**SMA PTCC Parents:**



edina, Natalie Knipfer, Nikki, Jennifer Burgos

### Budget Updates

**SMA PTCC Cash on Hand:** \$7,200

**SMA PTCC 1QTR FR Dollars:** \$972

**SMA PTCC Total Cash on Hand:** \$8,172

### Action Items

1. Updated List of Events sent out to all parents.
2. Consider additional information channels in addition to Facebook for PTCC and School Activity Updates.
3. Create Template for Motivate 2024 Initiative.
4. Inform parents of new events and changes to existing events in enough time for them to be able to take time off of work.
5. Add Event Calendar to Middle School Website.
6. Initiate Working Group for Fundraising Efforts.
7. Ensure all announcements are sent in both English and Spanish.
8. Research rules on swag bags for Donors/Guest speakers

### Final Announcements

**BLUF:** Meeting went well overall. It ran over time by 35 minutes much of which was spent on the singular issue of PTCC Fundraising Money Allocation. Some parents voiced concern with not getting information from the school in a timely manner.

**Recommendations:** **1.** Better communication between campuses and complete transparency of spending for both to alleviate angst amongst those concerned. **2.** Update school calendars on both the SMA Prep and High School Websites and send new list of fundraising events out as well.