



**Tuesday, January 21, 2020—12 pm  
Conference room (in office area)**

**\*\*\*Conference Call Option: Call (605) 475-4713 Participant Access Code: 730170  
Playback Recording post-meeting at: (605) 475-4986**

**Call to order: meeting was called to order at 12:06pm by Penny Hetletved**

**Introductions: present at the meeting: Tina Dendy, Tabby Rabenberg, Darla Miller, Lila Brendel, Penny Hetleved, and Nancy Shirley**

**Review and Approval of December 2019 minutes** -Darla made a motion for the approval of the December minutes with an amendment to the date. Tina seconded and motion carried.

**Treasurer's Report**—Darla Miller presented the Treasurer's report as follows:

**Beginning Balance 12.16.19 18,532.95**

**Deposits:**

**Concessions 2,754.65**

**Expenses:**

**Concessions (1,558.98)**

**Raffle-team parties (518.61)**

**Ending Balance 01.13.20 19,210.01**



**Bank Reconciliation:01.13.20**

**Bank:**

**Gate City 20,887.60**

**Wells Fargo 550.00**

21,437.60

**O/S Deposits n/a -**

**O/S Checks:detail provided on  
01.13.20 bank rec (2,227.59)**

**Ending Balance 01.13.20 19,210.01**

Darla reported that it was a good month for concessions but also a high reimbursement month for more supplies. Concessions continues to benefit the groups that work it for their fundraising efforts.

Darla motioned to approve allocation of \$8,000 for Teacher Wishlist items and \$600 for items requested for Husky Hope. Tina Dendy seconded motion and motion carried.  
Nancy motioned to approve the treasurer's report, Lila seconded and motion carried



**Administration Report:**

Discussed the requested items from the teacher Wishlist. Dr Rabenberg determined which requests qualified for alternate funding sources and submitted a wishlist to PAC based on needs that could not be covered by budgets elsewhere.

Discussed the sound system malfunction during the orchestra concert and it was reported the main sound system in the gym was not in use during that concert and there are no issues with that sound system currently.

Dr Rabenberg presented briefly on the conference in San Diego that eight teachers and administrators will be attending. They will be at High Tech High and will plan to use the information they access there to form their professional development plan for the next school year.

**Activity Reports**

**Old Business**

- Teacher/Administration Wish list review and purchase approval: see under administrative report and financial report

**New Business**

- Larks proposal was discussed for obtaining 125 tickets to sell and having Horizon music dept perform the national anthem. There is some monetary risk involved for PAC due to the initial deposit loss if tickets are not sold. After discussion it was the consensus of the group that this would be a better fundraiser for a specific group at Horizon who could promote ticket sales for their own club or activity. It was also felt that the available dates in the summer would be inhibitive for PAC having the ability to sell tickets. It was also agreed that the profit margin was not high enough for it to be beneficial for PAC. It was suggested that an email be sent to Horizon clubs and activities to make them aware of this opportunity.

Penny provided the following information:

- Bismarck Public Schools is working with SiteLogIQ to do a comprehensive facility assessment of existing school district buildings. This will help BPS manage its facility needs.



- Over the next several months, SitelogIQ representatives will visit each school and district facility to examine the interior and exterior of all buildings. BPS Business and Operations Manager Darin Scherr says, “The company will go out to our buildings and look at deferred maintenance, updates to facilities, and possible elevators at a few schools that don’t have them.
- Once SitelogIQ collects all of its data, the program management firm will work with Bismarck Public School staff to develop a short and long term plan for repairs and renovations. The plan will also include energy and operational efficiency savings such as automatic temperature controls, lighting, air leakage and others. This will help maximize funds and improve the indoor environment for students and staff.
- Scherr hopes to present a draft plan to the School Board this spring and finalize the plan over the summer.

**meeting adjourned at 12:46pm ~ Next meeting – February 18 at 12 pm.**