

PTO General Meeting  
February 5, 2018

Meeting called to order by president

Motion to accept January meeting minutes made by Rebecca and second by Ms Lucas. Motion carried to accept minutes.

501c3 status-Christine Wolfert/Heather Lucas

The application has been submitted along with \$850 paid to the IRS so the application process is complete and we have been told that it will be a 2-12 month waiting period.

Christine to contact TJ Bush to determine if we have a 'pending' 501c3 identification number that we can use until the 501c3 status is finalized.

Finance Update-Christine Wolfert

Starting Balance 11/14/17	\$8864.18
Ending Balance 12/31/17	\$16044.69
Balance as of 2/5/18	\$24,471,98
Outstanding:	
Checks to be cashed	\$111.00
	\$10.00
Scott Grasso (Flouride Treatments)	\$356.39
IRS	\$850.00
<u>My Girl Gala</u>	<u>\$485.00</u>
Total Outstanding	\$1812.39
Balance after Outstanding	\$22659.59

Christine informed that we are now tracking more specific numbers to determine where specific income/expenses are incurred. Example would be the trinket table at the carnival which was budgeted at \$1000 but brought in approx. \$400. Numbers such as this will allow us to better allocate funds in the future.

My Girl Gala Update-Christine Wolfert

Volunteers are desperately needed Christine asks that everyone canvas and share posts to recruit volunteers.

Committees Update-Kay Roberts

Provided descriptions of each committee and asked for additional info that should be added.

Christine discusses an idea for the Staff Appreciation committee to recruit parents to cover the lunches so that teachers can actually have a break during that time. This would be parents who have a background check on file.

Joy has been working on the website but has not yet purchased the .com and .org

Heather Lucas mentions that while YES has assistants that cover lunches there is sometimes a need for additional help for homework help and different activities and we could possibly utilize this idea in one of these capacities.

Melinda Julius provides the update that for any event that has a food vendor/food truck we have to obtain a one day permit from Delaware County. This is a \$35 fee and if the food truck/vendor is not already approved through Delaware County must also apply and obtain a one-day permit as well.

#### Car Show Update-Melinda Julius

- Registration starts at 10, though some vendors will arrive starting at 8
- We have reserved the pavilion free of charge
- We have the entire back half of the park.
- Food vendors will have a higher fee or will volunteer to donate a portion of their proceeds to the PTO.
- There will be no refunds for vendors that cannot attend.
- Melinda is inviting not-for-profits to set up for free (Girl Scouts, etc.)
- Melinda is going to talk to Bobbie about possibly creating a shirt for the car show.
- Thirty-One supplier is going to try to create an item embroidered with a Tiger Paw and donating a portion of those proceeds to the PTO.

#### Meeting Date/Time Updates-Kay Roberts

- Discussed the possibility of changing the date/time of the meeting.
- It was suggested that we meet at 3:30 PM on Mondays and 6 PM on Wednesdays.
  - Heather Lucas mentions that Wednesdays are notoriously difficult due to church/competing activities. It was then discussed that we could we could possibly flip the times to have Wednesday be the early meeting.
    - Christine to create a survey to
- Zoom was suggested as a way to involve more parents who can't physically be at the meetings.

#### Mother/Son Event-Megan Bush

- Megan suggests doing a Nerf War night.
- Heather Lucas and Kay are going to check on the liability factor.
- Miranda Lee mentions that Chelsea Roberts is checking into a discount/free event through her connection at Clancy's.

### Other News

Kathy Ray reports that Julie Marvel has reached out to principals for school supply lists and is looking into doing a pre-packaged school supply kit.

School Kidz, through Staples, is the primary kit that we're looking into; there are multiple kit options available, depending on the specific supplies and price-point that we would like to include.

Kay is going to talk to Thomas (local office supply store) to inquire on prices to possibly use a local vendor.

Melinda suggests that we create an opportunity for families in need to apply for school supply assistance.

### Adjournment

Motion made by Miranda Lee, seconded by Kathy Ray to adjourn. Motion carried.