

General PTO Meeting Minutes  
December 10, 2020 6:00 PM

Agenda Item	Discussion	Action Items (who, what, when)
Welcome & Intros 6:00-6:05		
Last Meeting Minutes 6:05-6:10	<a href="#">11-12-20 Minutes</a>	
Teacher Appreciation 6:10-6:15	<ul style="list-style-type: none"> <li>★ Given out, multiple thank-yous received</li> <li>★ Will put a memo on Facebook page next week</li> </ul>	<b>Darcey</b>
Scholastic Book Fair 6:15-6:20	<ul style="list-style-type: none"> <li>★ Ends Dec 10th - approximately \$500 in sales as of today</li> </ul>	<b>Darcey</b>
Schoolwide event 6:20-6:40	<ul style="list-style-type: none"> <li>★ Ideas <ul style="list-style-type: none"> <li>○ Project FINE - Fatima &amp; Katie attended and shared information about this, they will write up a proposal as a starting point and send to Andrea &amp; PTO email</li> <li>○ AmazeWorks - summary email sent 11/23, Lisa will send follow-up to Mr. Copp &amp; Mrs. Rohrer</li> </ul> </li> </ul>	<b>See email dated 12/21/20 with initial proposal from Project FINE</b>

Name	Role	Attendance
Bonnie Martin	President	x
Nicole Schmit	Vice President	
Lisa Mahoney	Secretary	x
Andrea Spencer	Treasurer	x
Michelle Boettcher	Co-Treasurer	
Ann Sylvester	Director	x
Darcey Cody	Director	x
	Teacher Representative	
Leila Agger	Parent	x
Fatima & Katie	Project FINE guest attendees	x

PTO Board Meeting Minutes  
December 10, 2020 7:00 PM

Agenda Item	Discussion	Action Items (who, what, when)
Appreciation	Gift for MaryAnn Graf, Staff appreciation - after new year. motion/second/approved - \$40 for appreciation gift for MaryAnn Graf	<b>See email dated 12/12/20, gift delivered to MaryAnn 12/11/20</b>
Updating PTO documents	Several PTO documents may be due for review & updating → Approve ◆ <a href="#">2020-2021 PTO Board of Directors</a> ◆ <a href="#">PTO Sponsored Events (revision)</a> → Discuss ◆ <a href="#">PTO Fundraising document (revision)</a> → Up next ◆ <a href="#">PTO Bylaws (revision)</a>	<b>Not discussed</b>
Account balances		

Name	Role	Attendance
Bonnie Martin	President	x
Nicole Schmidt	Vice president	
Lisa Mahoney	Secretary	x
Andrea Spencer	Treasurer	x
Michelle Boettcher	Co-treasurer	
Ann Sylvester	Director	x
Darcey Cody	Director	x