

General PTO Meeting Minutes -- September 9, 2021 6:30 PM

Agenda Item	Discussion	Action Items
Round table	<ul style="list-style-type: none"> <li>Do you have ideas or concerns that you want put on next month's agenda?                             <ul style="list-style-type: none"> <li>Leah asked about the art project idea - this had been brought up last year that the PTO would like to help sponsor a schoolwide art project to be displayed in the new school building. Mrs. Baudek was involved and would determine design &amp; coordinate. The project was put on hold until the building is more complete and it can be determined where the project will be displayed before moving forward. Can perhaps aim to revisit in Dec/Jan/Feb</li> </ul> </li> </ul>	<p><b>Leah</b> will send idea she came across to Mrs. Baudek</p>
Fall Scholastic Book Fair	<ul style="list-style-type: none"> <li><b>Need volunteer</b> to coordinate Scholastic book fair</li> <li>Need to determine dates - Fall conference dates not available, November?                             <ul style="list-style-type: none"> <li>Group decided upon week of Nov 8th, ideally 4-days 11/9-11/12</li> </ul> </li> <li>Need to decide - <b>online only versus small simple few carts</b>, full normal fair not an option until after January                             <ul style="list-style-type: none"> <li>Group decided small ~3 cart in-person fair during school hours &amp; asking teachers to sign up for time slots for their classes, will let parents know which day their students will go to the fair, will put out a schedule volunteers once we know the times teachers sign up for, consider doing 1 or 2 evening 'sidewalk sales' for parents to attend with kids outside.</li> <li>Parents can pre-load their student's account (Scholastic Wallet) or send money with their child. The carts just have books, no "trinkets".</li> </ul> </li> </ul>	<p><b>Lisa</b> will email Darcey to reserve dates and type of fair, will ask if possible to do in-person and online at the same time <b>(done 9/10)</b></p>
Great Green Run & Roll	<ul style="list-style-type: none"> <li>Packets - printed, Leah &amp; Kelly willing to stuff envelopes --FORGOT to print bingo sheet</li> <li>Video - watch <a href="#">2021 GGRR Video</a> - keep as is with note to teachers that the grand prizes have changed since the video &amp; the info in the packets is correct</li> <li>GGRR website - Andrea S. can get this set up now</li> <li>T-shirts - Nicole will get sizes, add pre-school teachers and estimate a variety of sizes for the teachers who didn't sign up.</li> <li>Prizes to purchase                             <ul style="list-style-type: none"> <li>~200 fidgets - DONE</li> <li>~50 ring pops or other treats for mystery grab bonus prize (DONE 9/11)</li> <li>T-shirts - Nicole will do</li> <li>Game pouches - DONE, might be late</li> </ul> </li> <li>Volunteers for event - how many do we need?                             <ul style="list-style-type: none"> <li>Andrea W, Honor D, Nicole, Janelle, Bonnie, Amber</li> <li>Volunteers to wear masks if within 6 ft of</li> </ul> </li> </ul>	<p>-<b>Lisa</b> will ask Mary Ann to print bingo sheet before weekend to include in packets <b>(done 9/10)</b>                      -<b>Leah &amp; Kelly</b> will stuff packets this weekend with plan to bring back to school Monday/Tuesday                      -<b>Lisa</b> will email GGRR video &amp; note to teachers Monday/Tuesday                      -<b>Nicole</b> will give Thorson Graphics the total numbers, and determine what colors are available to order                      -Need sign-up genius for event day                      -<b>Janelle</b> will stop by</p>

	<ul style="list-style-type: none"> <li>children <ul style="list-style-type: none"> <li>Parents likely can come, same capacity limit rules apply as sporting events</li> <li>Notify LC Police department, even though we won't need to block off any streets</li> </ul> </li> <li>Decorations - sidewalk chalk <ul style="list-style-type: none"> <li>In past volunteers have written sidewalk chalk messages along the route, put up posters &amp; decorations</li> </ul> </li> <li>Snacks for event - apples? (need to be washed &amp; bagged), water, cheese sticks?, popcorn?, other? <ul style="list-style-type: none"> <li>Will plan for apples + water bottles if an orchard is willing to donate apples</li> <li>If no apple donation then will purchase cheese sticks, bananas, mandarin oranges, or pretzel stick bags + water.</li> </ul> </li> <li>Volunteers for going through packets and sorting prizes - 2-4 people? <ul style="list-style-type: none"> <li>Look for rental space to be donated. Corkys side room or Event Center?</li> </ul> </li> </ul>	<p>Southwinds Orchard Friday to see if willing to donate as they've done in the past <b>(done 9/10)</b></p> <p>- <b>Lisa &amp; Nicole</b> will go to Sam's to get last of prizes &amp; supplies <b>(done 9/11)</b></p> <p>- <b>Lisa</b> will email Abby Kids Co director to ask if Kids Co is willing to help with sidewalk chalk art/messages, posters, etc <b>(done 9/10)</b></p> <p>- <b>Janelle</b> - find space for post-run packet sorting and money counting.</p> <p>- <b>Lisa</b> will send FYI email to police dept/city of LaC</p>
Yearbooks	<ul style="list-style-type: none"> <li>Billing issues resolved, may need to sign contract for this year</li> </ul>	<p><b>Lisa</b> will follow up with Andrea W., Andrea S., Bonnie about contract</p>
Great GROW Get Together	<ul style="list-style-type: none"> <li>Tomorrow Fri Sept 10th</li> <li>Several awesome donations for the Lancer raffle basket! -- Thank you's</li> </ul>	<p><b>Lisa &amp; Janelle</b> will write Thank You's</p>

**Next Meeting: Thursday Oct 14th 6:30 in person & virtual**

**Attendance:**

Name	Role	Attendance
Lisa Mahoney	President	x
Nicole Schmit	Vice President	x
Andrea Spencer	Treasurer	x
Bonnie Martin	Past President	x
Ann Sylvester	Director	x
Leah Webber	Director	x
Jeffrey Copp	Principal	x
Kelly Norsten	parent	x
Janelle Ramaker	parent	x
Amber Weir	parent	x
Ashley Lorenz	parent	x

PTO Board Meeting -- September 9, 2021 7:30 PM

Agenda Item	Discussion	Action Items
PTO purchases	<ul style="list-style-type: none"> <li>→ PTO Amazon account? <ul style="list-style-type: none"> <li>◆ PTO already has an Amazon account from when AmazonSmile acct was set up, just need to set up the PTO debit card in the account</li> <li>◆ May be listed under “La Crescent Parent Advisory Board”</li> </ul> </li> <li>→ PTO Sam’s Club membership? <ul style="list-style-type: none"> <li>◆ Not sure if that’s possible, or only individual/family memberships</li> </ul> </li> <li>→ Best process for making PTO purchases <ul style="list-style-type: none"> <li>◆ If making a purchase, please make sure it’s pre-approved by the board or have at least given a heads-up to treasurer to make sure all on the same page.</li> <li>◆ Need paper documentation (paper invoice or receipt)</li> <li>◆ Ask for tax exemption</li> </ul> </li> </ul>	<b>Andrea S.</b> will get PTO Amazon account ready to use for purchases, and check into Sam’s Club membership for organization
Funding requests	→ None at this time	
PTO membership	<ul style="list-style-type: none"> <li>→ Janelle Ramaker nominated for secretary</li> <li>→ Kelly Norsten nominated for co-treasurer</li> </ul>	<b>motioned/seconded/approved by unanimous vote WELCOME &amp; THANK YOU!</b>

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Andrea Spencer	Treasurer	x
Bonnie Martin	Past President	x
Ann Sylvester	Director	x
Leah Webber	Director	x
Kelly Norsten	Newly elected co-treasurer	x
Janelle Ramaker	Newly elected secretary	x