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**Meeting Minutes – May 10, 2023 – 6:30 PM**

Attendees: Jamie Farber, Amanda Tank, Theresa Sacharski, Rebekah Spoelhof, Katie Prince, Kendra Reinoehl, Colleen Fuelling

Start: 6:38pm

1. President’s Report - Jamie
   1. Kendra motion to approve, Theresa seconded to approve [minutes](https://docs.google.com/document/d/14eCha6slu1DH8zSqZkBYhj4zHXwJC_Ac/edit?usp=share_link&ouid=109101118412584782751&rtpof=true&sd=trueytADX9X96Sgx6XgGNC/edit?usp=share_link&ouid=109101118412584782751&rtpof=true&sd=true) from meeting on 4/12/23
   2. May be able to vote Kendra Osowski in at PTO dinner gathering
   3. Board members for next year
      1. Colleen is stepping off of Board
      2. Rebekah will be stepping off of Board but has volunteered to chair SAW with Leah Sparling
         1. Will be able to solicit donations earlier in year; especially with food
         2. Would like to bring SAW budget down
      3. Chairs could be more involved with PTO Board, come to meetings before event, ask questions
         1. Ideally more communication
         2. Ideally form list for each event of expectations to give each chair
      4. Theresa possible VP for next year
         1. Start splitting duties with Jamie next year
      5. Brandon willing to help out, maybe Amber McCarthy
         1. Family Fun Nights
         2. Community Relations Coordinator(s)
         3. Jamie will ask
      6. Carmen Fundraising Coordinator?
         1. Jamie will ask
      7. Kendra would like to be Member-at-Large
      8. Darcy Irwin possible PTO member
         1. Kendra will ask for at-large member
      9. Ask possible members we know first before doing shout-out via PTO newsletter
   4. Start next year with a general PTO meeting?
   5. Scholastic Dollars - $5,650!
      1. How can we spend down?
         1. Fran needs new library cart Jamie will ask
         2. Replace outdated non-fiction books
         3. Purchase book for each child from PTO
         4. Give teachers $100 stipend before year-end
         5. Ask Melanie what rooms need rugs Jamie will ask
            1. Need to look at Fire rating and let her know
         6. Melanie asked if we can purchase games for the playground
      2. Create a Kindness for All section of the library
         1. Bulletin board set?
         2. Doodles from Luke in library?
         3. Jennifer Fisher - ask what manipulative stuff she might use?
      3. Switch from Scholastic reward dollars to cash in the Fall
      4. Courtney will chair Book Fair again in Fall 2023
         * 1. Follow-up for dates
           2. Follett Book Fair option?
           3. Literati
           4. Usborne?
2. Goal for next year: Build Master List for each event
   1. Include a timeline for when to start soliciting donations, start planning
   2. Theresa will begin work on Process & Procedure Docs this summer
3. Auction Recap
   1. $17,000ish profit!
   2. All positive feedback
      1. Parents and teachers had fun
      2. Would like to have yearly
   3. Auction Light year possibility? In off year
      1. Just teacher experiences and classroom parties?
         1. Possibly classroom projects (like Pine Ridge) if more time and people to help out
         2. Just bidding on kids’ art
      2. Not soliciting community
   4. How do we solicit community businesses again in calendar year, after big auction profit, for Ranger Rock Out in the Fall
   5. Whatever software we use next time, need to capture people’s CCs ahead of time
      1. Need a way to separate people from items, smoother checkout process
      2. May not need to have all items out on tables
      3. If at Wildwood again - have items out in barn, separate from “party room”
      4. Ran out of food at food truck
         1. Can we have other snacks maybe?
      5. Colleen can drop off tickets to Wildwood Farms
   6. Classroom Parties
      1. Covered
      2. See spreadsheet for dates
4. Carnival Recap
   1. Like idea of end-of-year carnival in the future
   2. Surprise pony!?
      1. Did not stay long? - FUN services last minute decision
      2. In future - no live animals - put on description sheet for future chairs
   3. School needs to be added for insurance purposes
   4. Move it back to indoors - could use MS or HS space if needed
   5. Liked how it was more spread out
   6. Good weather helped for attendance
   7. Popcorn machine - mess in the gym!
      1. Way to remedy or keep it out in the gym?
   8. Security - doors should be locked in gym area so people can’t go through whole school
   9. Sold almost double wristbands this year!
   10. Need new chairs for next year
   11. Would prefer company that brings staffing with them
       1. Different FUN services
       2. Staffing Inc.?
       3. Last 2 years have been using NHS volunteers
   12. Need more than 2 people for face painting
       1. Otherwise too long of line
   13. People missed snow cones or cotton candy
       1. Maybe cotton candy and popcorn together
       2. Provide bottled water
   14. Food Trucks or provide food?
       1. Hot dogs?
       2. Cost/benefit?
5. Staff Appreciation Week
   1. \*\* Make Google Form survey for staff to see what to keep and get rid of
   2. Will help inform us on how/where to scale back
   3. Food + Games are biggest hits
   4. Chairs can spend more time on details
   5. Ask restaurants to donate food for a day
   6. Pick off of gift card tree at end of the day idea; Spin the wheel to earn a prize, etc
   7. Send home printable to go with theme
      1. Give kids option to contribute
      2. One class communal project for each teacher
6. Field Day
   1. Hand out skinny pop

End: 8:40pm