

PTO Executive Meeting 4.13.15

In Attendance - Jill Goodrich, Ginger Salmon, Heathir Speet, Jodie Ayres, Cyndi Klein, Carter Herndon

Accounting online / accessible by PTO president and treasurer(s) - online bookkeeping options to help with requests that President may get. Is there a way we could have bookkeeping online so that someone other than the Treasurer could answer questions and possibly pull reports? Mint.com is an option that Jill has researched. Privacy may be an issue, but it's something to look into. Just to be able to see the information without being able to change anything would be helpful.

Montessori Adolescent Program - support financially with other Montessori PTOs - Dara Whittle is PTO President from Sedgefield and they are looking to make merchandise and establish more continuity between elementary feeder schools and middle school. Heathir thinks they are looking for money to help get this set up. Heathir asked her to consider ways to make their own money, she sent her a few fundraising opportunities. Heathir's recommendation is to wait to see what she comes back with as a budget. Jill thinks she wants to present at our next meeting. And that they probably are asking for visibility at our events (picnics, newsletters, etc) maybe not money.

Changes to the PTO Exec Board for 2015-16 - Jill read through the bylaws, we are operating differently than it's outlined. The bylaws say we need a nominating committee to present the new board and have it voted on each year. According to the bylaws the board consists of:

- president
- president elect
- past president
- vice president
- treasurer
- secretary

It also says we can have less meetings, and it seems like right now committee conversations are happening in executive meetings. Jill believes the past president should not be on the board, because it ends up being a 3-year term which is a lot to ask. We could call or text the following year to that person if there are specific questions. Past PTO President also serves as SLT rep, but we could shift that around. Bottom line, we need to be consistent with bylaws. For meetings it says 3 general, 7 executive officer meetings (open to all members but only exec officers can vote), and 5 PTO board meetings (which consists of executive board, chairpersons, teachers). The Tuesday morning meetings are not a requirement. They could be replaced with an email. Jill is writing a blurb to solicit for the upcoming school year.

Do we add/remove positions to the bylaws?

Jill proposes simplifying - Communications, Fundraising, Social Chairs - 3 main chairs - all come to 5 PTO Board meetings

Do communication and fundraising chairs need to be added to bylaws and does past president need to be removed?

Jodie - the communication chair is needed on the board because of the workload, and that person will need to vote on things that will affect their position and work.

The fundraising chair may not need to be on the board? The fundraising chair could oversee all of the fundraising without being on the board.

Past president serving on executive board can be removed from bylaws, we all voted yes on that, it passed. Everyone in favor of communications director being on the board, we all voted yes on that, it passed.

Seems that Vice President Role only has room rep communication to do, could that be moved to Communication and have Vice President/President Elect be one in the same? The consensus is yes, Communication Director can oversee room parent communication as well. So we will keep Vice President role and will add President Elect as one of the duties. We all voted yes, and it passed.

My Favorite things is something Cyndi has done as Vice President, that can fall under Teacher Appreciation Committee.

For the Fundraising Chair - should it be on the board? It's a big role and a lot of decisions are made by the board where the money goes and which fundraisers to support. Jill is looking to simplify, reduce the number of board members. Because the fundraiser position is now more than just invest, and oversees all fundraisers it makes more sense to have that person on the board - especially if we are adding spirit nights, small fundraisers, etc. Maybe the Social Chair needs to be on the board too - so we would have these 3 executive officers on the board - Social, Fundraiser and Communication. They can oversee those areas. Having all 3 would allow for consistency, but we're not sure if social needs to be on the board. Jill says it needs to be all or nothing, for organizational development purposes. If we add those 3 we would have 7 total board members, right now we have 8 total board members. We all vote to add these 3 roles (Social Director, Fundraising Director, Communication Director) to the Executive Board, we all vote yes, it passed. A blurb will go out with the open positions in the e-bulletin this week.

Light clouds for the cafeteria - teacher appreciation has \$2400 left to spend. Ginger needs \$2000 for her last week. Linda needs \$600 for the cafeteria lights, so we will vote on \$200 extra to spend toward the lights. All vote yes, it passed.

Int'l Spring Picnic, 4/21 - 5-7pm, Priti and Candace are working on the international side. Not paying anyone to come in, it's all volunteer and there are 12 countries represented. There will be a hot dog vendor and a popsicle vendor, and possibly chick fil a. Ms. Barbara and Ms. Michelle are providing a child watch opportunity between the end of school and the picnic. Volunteers are still needed.

Earth Day / Gardening Day, 4/24

Beginner's Day is 4/30

Volunteer Breakfast, 6/11 (not sure of date) - is usually done on field day morning, we need to confirm date of field day (we thought it was 6/10). Jill is emailing Anna and Scott to determine the correct dates.

Teacher Appreciation Week - Office Staff & Teachers - Ginger is working on this. Breakfast and lunch provided to teachers on Wednesday, they will need to sign up in the office. Thank you notes on Thurs and King of Pops on Friday

Field Day - Help needed? - will ask Coach Strait

Last Day of school is June 11 (not the 10th)