

PTO Meeting minutes for Jan. 3rd, 2017

Present: Carrie Runyan, Lisa Garver, Misty Robinson, Marci Schultz, Hillary Jeffery, Suzi Gephart

December minutes were read by Carrie Runyan and approved by those attending the meeting

Treasurer Report was given and a financial statement was provided for everyone attending the meeting. The ending balance was \$16,614.79. Lisa stated that she had not deposited the money from the Santa Shop yet.

Old Business:

- Santa Shop: Carrie Runyan wrote a review report on this event that listed all the things that were done, and this report will be placed in the PTO binder for anyone to review. Overall the event was successful. Student Council members did a wonderful job with students, parent volunteers were great. Possible improvements for next year is pre-written gift tags, and notify teachers how the students will go to and from the gym when it is their opportunity to shop.
- Box Tops: From the last contest, Dave Dark's class was the winner and his class will have an extra recess. A total of 1916 Box Tops were collected. An email was sent to Carrie Runyan from Sarah Hughes explaining that she was no longer able to be the Box Top and Campbell Soup label coordinator. Hillary Jeffery said that she would be happy to become the coordinator of the Box Tops/Campbell Soup labels. There was an affirmative vote from those in attendance. Hillary will work through the website to be listed as the coordinator. The next contest will end on Jan. 31st.

New Business:

- A vote was called for the Amendment to current Bylaws, Article 8, "All checks, drafts or orders for the payment of money, notes, or other evidence of indebtedness issued in the name of the corporation shall be signed by an authorized signer. Authorized signers shall be the President, Vice President, Secretary and Treasurer. A unanimous approved vote was given by those in attendance.
- Insurance: Hillary explained that the person she spoke to at Johnson Insurance said that we did not need insurance until we completed our task of becoming a 504 3c Non-Profit Organization.
- Bonding: Lisa reported that she spoke with an agent at Johnson Insurance and was told that a \$25,000 bond would cost approx.. \$200.00 A vote was taken for Lisa to get two more quotes before there is a purchase.
- Culver's Fundraiser-Jan. 30th and April 24th Marci will get flyers ready and Lisa was asked to make sure there were 6 different colors of paper available to run copies.
- Popcorn Friday-Feb 17th-Marci will continue to work on a "guide" that will help anyone new to popping the popcorn. Current Supplies were not checked at this meeting.
- Candy Grams- Feb, 7th-14th it was decided that Lisa would pick up a bag of 1000 suckers to begin the sale. Carrie Runyan will create the form to be sent home. There will be three stations

again by 2nd grade pod, by 5th grade pod and by the cafeteria. 4th and 5th grade students will have a signup sheet available to be able to help at a station. The suckers will come with either a mustache or dinosaur cut out on them.

- Continued Bylaw review and corrections. We will begin at next meeting with Article IV Section 4.
- Next PTO meeting is Feb. 7th, 2017 at 6:30 p.m. in cafeteria

Minutes taken by Suzi Gephart