

Meeting Held: 10/12/2023, 2:50pm. | Location: Library Room 16

Attendees:

Courtney Portlock
Nichole Grady
Shannan Reineck

Pamela Huggins
Alex Zimmerman
Karena Del Sarto

Jessica Battistella
Steve Moses
Melissa Hill

Approval of Minutes	Courtney approved, Nichole seconded
Treasurer's Report	<ul style="list-style-type: none"> • Bank Balance: \$14,915.40 • QuickBooks Balance: \$14,885.40 (\$12,568.99 true balance without art docent) • Difference: \$30. CK 310 (Ian Byerrum, I have asked him once to deposit his check, maybe someone else can ask him) • Art Docent: <ul style="list-style-type: none"> -Balance: \$2,316.41 -Add additional checking account for Bowman PTO (Art Docent). Members listed on bank account: Courtney Portlock, Alexandria Gimroth, and will add Amber Lynn Leonard as a signer. The debit card should be in Amber's name. Bank needs meeting minutes asap to start process. – sent form to Amber and meeting minutes to bank. They need form from Amber to proceed. • Staff Funding Request: \$31.09 of \$6k budget (thank you cards for Sussman) • Sent our tax info to Monica, Last year there was a \$300 fee. Monica e-mailed back saying taxes were received and she forwarded them to the person who will take care of our taxes. I have not heard from the office saying they are ready • Received \$20,000 from a charitable grant for 4th grade field trip. Deposited it and wrote a check #318 to the school on 9/27/23. • We need to vote on a payment plan for Kindergarten shade \$22,700 quote, next meeting? • Fall Festival is a fundraiser and the hope is to raise \$2K. Lisa Rutherford and Aly will be selling tickets at festival. Aly will get more cash out of the bank \$200 + \$250 that is in the safe. We will also offer square payments. • Paid \$330 for staff gift cards for Mrs Wells. Already budgeted and approved w/vote.
Principal's Report	<ul style="list-style-type: none"> • Kristin is still working on Vive18 • There are new chaperone forms that need to be completed for guardians to participate in field trips and a check list for driving chaperones
Board Meeting Report	<ul style="list-style-type: none"> • N/A
Old Business	<ul style="list-style-type: none"> • VIVE18 \$7,900 split 3 ways with school and BEF. \$2,633 due from PTO <ul style="list-style-type: none"> - Nichole approved, Shannan seconded

MINUTES

PTO Monthly Meeting

Committee Reports	<ul style="list-style-type: none">• Fall Festival<ul style="list-style-type: none">- Need more volunteers to work at the festival, manning games. Send out email asking for volunteers- Cake donations for cake walk. Another separate email asking for donations and instructions for them to be dropped off Wednesday morning in front of the school- Seeking 300 bottled waters to be donated or purchased at a discount• Butter Braids Dates<ul style="list-style-type: none">- Forms out Oct 30th, forms returned Nov 15th, delivery of butter braids Dec15th
New Business	<ul style="list-style-type: none">• Drama donation - Katie Desai<ul style="list-style-type: none">- Music theater needs \$1,000 for costumes purchase. Already included in annual budget, no approval needed- Check needed asap• Pizza purchase<ul style="list-style-type: none">- Old Town pizza giving 50% discount, 30 pizza \$420- Courtney approved, Alex seconded• Instant Camera Film Purchase for selling photo booth prints at Fall Festival - \$171.58<ul style="list-style-type: none">- Alex approved, Nichole seconded• Pie fundraiser Wirth Gina Marie's Custom Cakes<ul style="list-style-type: none">- Thanksgiving and Christmas Price \$30/pie, 15% of proceeds back to the school- Keep from overlapping with butter braids- Cookie decorating kits for Christmas?• Southwest Ticket Raffle<ul style="list-style-type: none">- \$205.85 for 1,000 tickets to sell for \$10 each- They are numbered so dupes can be made- 2 round trip or 4 one way tickets to anywhere in the US including Puerto Rico- Tickets will be sold at the Fall Festival, in front of the school Nov 3rd and 9th, Winner will be announced on Nov 13th- Courtney motioned, Nichole approved, Alex seconded• PTO positions available - email Julia about sending out a specific email to that regard• PTO Website -Alex wants to take over and revamp the site
<p>Meeting Adjourned: 3:45pm Next Meeting: November 9 Location: Library Room 16</p>	