

Board Meeting Minutes

Monday, May 9, 2022

5:45pm

Location: Shepardson Media Center

Meeting called to order: April Price, 5:50 PM

In attendance: April Price, Britt MacTavish, Wayne Thornes, Laura Sutton, Nicole Booker, Sarah Putman, Kelli Wallace, Pam Rice, Becky Woodcox, Sarah Waible, Cara Fleckenstein, Chelsea Hill, and Heidi Habbinga.

Call to Order and Welcome

Approval of April 2022 Minutes - April Board Meeting Minutes were presented, Nicole Booker moved to approve the minutes, Sarah Putman seconded, the motion was put to a vote, the minutes were approved.

Officer's Reports

Presidents' Report - April Price

- ★ Recruitment for 22-23 committees
 - some committee positions still available
 - Nicole following up on milk caps
- ★ PTO Calendar 22-23: what do we need to change?
 - Give April Price any feedback
 - Book fair will be the week before Spring Break again - confirmed
 - Pool Party is Saturday, August 13
 - Ice Cream social is still being decided - August 12, with posting of classes
 - Walrus Ice Cream truck possible vendor
- ★ Fundraising Goals 22-23: where do we want to focus?
 - Shade Structures
 - Wayne will follow up with Brad Aurigemma per email and discussion with Kelli - attached at the end of the minutes
 - Wayne will review the proposal from last year
 - PTO will transfer money to the school account - there is currently \$20k in the school account
- ★ July Board Retreat TBD - April will send out email regarding dates and ideas for retreat

Principal's Report - Wayne Thornes

- ★ Reported in General Meeting.

The Shepardson PTO mission is to promote the welfare of the students in the home, school, and community and to help build a close relationship between the student, parents and school staff/faculty.

New Business

- ★ Budget approval upcoming.
 - Wayne - PTO media fund \$1672
 - STEM maker space fund \$1263

Open Discussion

Meeting adjourned at 6:14 PM Minutes compiled by Heidi Habbinga

Inclusion: Email correspondence from Brad Aurigemma, PSD Schools

Hi Kelli,

It was nice to catch up with you yesterday.

Here is some shade structure information for you and the PTO to consider.

The time frame for these is a little crazy right now, and it is looking like about a 1-year process from start to finish.

Here is the process:

1. Please send me the fully completed project proposal, including budget code. I am under the impression that you have already done this, but I need a copy.
2. Next, we should meet to determine the location, style, and size of shade structure that Shepardson would like.
3. Then, I will need to get at least three quotes for the chosen structure, a price for the stamped engineered drawings, and a price for installation.
4. If the project proposal needs approved (2–3-week process) This may already be approved for you guys??
5. Once the project proposal is approved, I can order the stamped drawings. These are approximately \$830. (10-12 weeks to get the drawings)
6. After we receive the drawings, we will submit them to the state and apply for a permit. (16-18 weeks)
7. If the permit is approved, we can then place the order for the shade structure. (12-14 weeks until shipped) Hopefully the cost of the structure has not increased by this point??
8. Then, when we know the structure has been shipped, we can schedule the installation. (2-3 days to install Post(s), wait a week for concrete to set up, then 1-2 days to finish the fabric) Hopefully the cost of installation has not increased by this point??
9. Finally, the students will be enjoying the shade!

Hopefully, this process can be sped up a bit, but these are the time frames that we have been dealing with.

Here are some recent shade sizes and prices to give you a ballpark number on the shade alone:

1. A 24'X24 Single post shade at 8' tall was just quoted for O'Dea at about \$11,000.

The Shepardson PTO mission is to promote the welfare of the students in the home, school, and community and to help build a close relationship between the student, parents and school staff/faculty.

2. An 18'X18' Single post shade at 10' tall was recently purchased for Timnath at about \$7,500.
3. A 20'X20' four post shade at 8' tall was just priced for Tavelli at about \$7,800.

***Please remember to add about \$830 for engineered stamped drawings, and another \$4-5K for Installation depending on location.**

Please let me know if you have any questions, or if you would like to schedule a time to meet at Shepardson and discuss.

Thanks,

Brad Aurigemma
Outdoor Services
Landscape Specialist
Office: 970-490-3156
Cell: 970-567-1225