

Meeting Minutes

Shepardson PTO

Date: March 3, 2014

Location: School Library

Meeting Called to Order By: Laura Hicks, Co-President **Time:** 6 p.m.

In attendance: Todd Jones, Martha Rehm, Joy Miller, Laura Hicks, Kristin Beasley, Alisha Duncan, Mary Laffey, Cheri Clark, Suzanne Hale, Heidi Priebe, Heather Castaneda, Becky Woodcox and Sarah Putman.

Minutes: Minutes of the amended January 2014 meeting minutes and the February 2014 meeting minutes were distributed. The motion was made and seconded to approve the amended January 2014 meeting minutes and February 2014 meeting minutes as written. Motion carried.

Officers' Reports

President: Todd Jones was appointed to serve as Treasurer for the PTO. Todd was thanked for his involvement and stepping into the role of Treasurer. It was noted that the former Treasurer April Mellon had recently moved and therefore changed schools.

The PTO storage closet clean out will be held on April 3 at 9:30 am. After the closet is cleaned out and organized, PTO will determine if additional plastic bins will be purchased to store decorations and such.

Treasurer: Todd Jones reviewed the Treasurer's Report. It was noted that the checking account balance is \$31,705.71 and the saving account balance is \$12,008.41. The majority of the funds in the checking account were raised during the Read A Thon and the ABC fundraiser and the funds will be allocated for budgeted school activities and projects throughout the coming school year. The funds in the saving account have been allocated for refurbishing the school sign.

Consent Agenda - *Updates from committee chairpersons who were unable to attend.*

Family Nights - Mary Jackson: The Garlic Knot will continue offering family nights on Mondays with 10% of proceeds going to the school. Marco's Pizza offers family nights on the second and fourth Friday nights. The Firehouse Subs Family Night was not well attended. Tim Ashton, owner of Firehouse, graciously increased the donation to the school to \$75 but the school only earned \$52 during the family night. PTO will try another family night with Firehouse in the fall. The next family night is at Culver's on March 25. Four to eight volunteers are needed to work as greeters and food runners. Shepardson will receive 10% of all sales for the entire evening.

Milk Caps - Mo Ryerson: Mo is in the process of tabulating a large number of milk caps and will have more information at the next meeting.

Book Fair - The book fair is in full swing and traffic has been steady so far. Final sales numbers and more information regarding the fair will be reported at April's meeting.

PR Committee - The position of Vice President will include a public relations committee which will work with PTO, students and staff to publicize school events. A monthly PTO newsletter will be available at the check in desk, in Friday folders mid-month as well as distributed with the school newsletter. The school has offered PTO use of the bulletin board shadow box located between the two main doors to post information about PTO and school events. Please contact Vanessa Wilhelm if you would like to help with the PR committee or if you have an event that you would like to publicize.

Committee Reports

Trivia Night - Joy Miller: Coombs Orthodontist gift certificate and board games. It was suggested to give the games as door prizes at Sock Hop. The committee will continue to search for a bidder for the gift certificate and a minimum bid of \$500 will be accepted.

VIPS - Alisha Duncan: Alisha stated VIPS has had a busy month with new volunteers and the kiosk is up and running again.

Sock Hop - Alisha Duncan and Dixie Gormley: The Sock Hop committee is working on donations from Culver's, Coopersmiths and Yanceys. A sign up genius will be sent out to encourage people to volunteer for the event.

Box Tops - Cheri Clark: The Spring Box Tops drive raised \$597.30 for a total of over \$1500 raised during both the Fall and Spring drives. Cheri will also start to a drive for Labels for Education as well as Box Tops in the fall.

T-Shirts - Martha Rehm: Martha stated she would like to do a t-shirt for STEM in the Spring.

Movie Night - The family movie night was well attended. Having Marco's Pizza night along with movie night seemed to be a good fit.

Old Business

Playground Improvements: Repainting the bike racks and basketball backboards was discussed. It was noted that a parent volunteer is needed to organize the project. Last year, Clay's Ace Hardware had offered to donate supplies for the project. Sarah Putman offered to help organize a committee.

Shepardson Sign - It was noted that the cost of refurbishing the sign will be approximately \$15,000 but we are still waiting for final numbers. Concerns regarding maintenance and longevity of the sign were discussed. It was suggested that the PTO vote at the April meeting on allocating money towards the sign after final costs have been determined as well as questions regarding maintenance addressed.

New Business

5th Grade Bash - Additional funds for the 5th Grade Bash were requested. It was noted that 5th grade graduation receives \$100 and the bash receives \$50. It was suggested that the bash/graduation committees submit a donation request to PTO at the April meeting.

Learning Bridge Books - Heather and Sarah noted that PTO has an opportunity to sell Learning Bridge Books directly to parents for \$9.95. It was noted that the books retail for \$14.95. It was stated that if PTO sells the books online, we need to accommodate for the Paypal charges in the price of the books. Heather and Sarah will do more research on selling the books.

Announcements

The next meeting is April 7, 2014 at 6 pm in the Shepardson Library.

Meeting Adjourned At: 7:35 pm

Minutes Compiled By: Kristin Beasley, Secretary