

Benjamin PTO Meeting Minutes

Monday, September 11, 2017

6:30 pm - IMC

- Welcome – President
- Secretary Report
 - August minutes approval
- Treasurer Report

August Income: \$1,501.28

Categories: Carnival (late sponsor), Dine-Around (Noodles), Good Neighbor Grant, Supply Kits, Amazon Smile

August Expenses: \$12,083.62

Staff Support:

- Back to school seed money: \$4,950
- Hospitality: \$809.02

Administration:

- Insurance: \$850
- Other: 63.69

Wish List:

- Science Project \$15.95
- School Project Fund – iPads \$4,925.76
- Ground Committee: \$469.00

Items to discuss:

- If you frequently submit reimbursements please sign-up for direct deposit (this will save us money on ordering checks) – See Shanna Phillips after the meeting
- Reminder of the new treasury forms: If you missed last meeting or haven't had a chance to look on-line please visit our PTO Web-site and print off new forms
- Rusty May - \$650 for 2017/2018 but need to discuss (new business) about next year's budget
- Scholastic subscriptions for kindergarten teachers/Technology licenses for all other

- Principal Report
 - Notes were accidentally not captured for this part of the conversation
- Teacher Report
 - No teacher report – waiting to get a new teacher representative for PTO
- Vice President/Dine to Donate
 - Chick Fil A Dine to Donate Sept 19th. Flyers will be coming home this week!
 - Jason's Deli Dine to Donate October 24th
- Committee Reports
 - Box Tops - Angela Bailey/Sheri Honzel

- Carnival - Dan Fischer
- Hospitality - Amanda Esparza
 - Looking at first Late Start breakfast coming in October!
 - Consideration donations for teachers' parents memorials
 - Birthdays? Illnesses and surgeries?? – working on a plan for the year
- Amazon Smile - Aslihan Spaulding
- Room Parent Coordinator - Trisha Oyler
 - Room parent and class party sign-ups went out today. Please encourage friends to sign-up.
- School Directory - Kristen Legner
- Spirit Wear - Angela Redinbo
- Supply Kits – Shanna Phillips/Marla Call
 - Distribution went great we have had several missing items but to date all have been resolved. If you still have open items please reach out to Tara Pendleton (pendlett@myunit5.org)
 - We do not have total income made as of yet – hope to report out next month.
 - If Teachers know there is something specific that they would like to change on the list for next year please go ahead and email Shanna Phillips or Marla Call (Shanna.Phillips.lwak@statefarm.com / Marla_call@yahoo.com)
- Un-Raiser - Stacy Herren
 - Numbers looks great!! Thank you to all those that donate, as well as do SF match.
- Volunteer Coordinator – April Steigerwald
 - Sent Google form link out this year instead of the paper form. Responses are down but expect the number of participants to grow each year.
- Grounds Committee – Dan Fischer
- Old Business
 - Long-term planning – committee needed
- New Business

Next PTO Meeting: Monday, October 16th