

December PTO Meeting Minutes
12/09/19 6:30pm-8:00pm

Call to order 6:41pm

President Updates

- October minutes
 - Approved
- PTOC
 - Treasurer training rescheduled
 - Send out sign up genius again
- Grade Reps
 - Y5/K: Jessica Taylor, 1/ 2 still OPEN and 3/4/5 still OPEN
 - Get the rest by January
- Once minutes approved send to Jenny Jacka and George Hoteling (they are running the PTO website)
- Thank you Annalee and all the volunteers that helped make the 4th grade disability workshop successful.

Teacher Update

- Nothing to update
- "Thank you" as well for all the help with 4th Grade Disability Workshop

Co-Volunteer Coordinator Update

- Auction chair for 2021?
 - Make create a shadow position so they can follow Dan and how he approaches the auction?
 - Put a blast out in January about needing a chair for 2021
- Summer Celebration
 - Send Eddie signage and flyers to be translated into Spanish/Japanese

Fundraiser Chair Update

- January 29th
 - Culvers Night
 - 15% of all sales from 4pm-8pm comes back to Lakewood
 - Has to have someone from the school there during the time frame to promote where the sales are going to.
 - Sign up genius or ask groups (Scouts or Student Council) through the school?
- Went to PTOC fundraising session
 - Did an icebreaker: biggest fundraiser for each PTO
 - Auction is ours
 - Talked about running budgets \$10,000-\$80,000
 - Something to talk about
 - Adding a line item for families in need
 - Would be used at principals discretion
 - Something to market at auction? (Annalee to talk to Dan)

- PTO Thrift store
 - Endowment ran out that is why funding was cut back

Treasurer Update

- Savings Balance: \$10,002.03
- Checking Balance: \$38,095.04
- Fun Run brought in \$8740!!!
 - Maybe add a coffee cart next year? (Tabled for further discussion)
- Reimbursement Check process
 - Send out checks directly from TCF
 - 4-7 days to process
 - If the check gets lost TCF does not charge a fee to cancel the check
 - Takes 30-40 minutes on hold to complete the process
 - If it is a hand written check TCF charges \$35 to cancel

New Business

- Annalee talk to Dan about some way of inviting Lakewood Alumni to auction
 - Has had some interested
 - Look into a Google Doc with past emails of families that have attended the auction
- Talked about adding a "Whole Barrel of Cheer"
 - For auction
 - Get a donated wheel barrel
 - Fill with all different types of liquor
 - Could sell raffle tickets?
 - Tabled for now

Meeting adjourned 7:50pm