

# Executive Board Meeting Minutes

Date: September 6, 2016

Time: 1 pm, Rm 42

Attendees: Kelley Brunner, Heather Smith, Christian Becker, Susan Fraioli, Janet Schwertley, Lisa Abeln, Leslie Wilkerson, Janice Osieja, Laura Wintemute

Absent:



<p>5 minutes</p>	<p><b>Budget</b>  <b>FULL BUDGET IS SCANNED AND ATTACHED TO EMAIL.</b></p> <p><u>Profits</u></p> <ul style="list-style-type: none"> <li>• Check for PTO from Taste of Kyrene for \$65.</li> <li>• Currently \$685 in direct donations, but \$400 was from a corporate gift from 15-16.</li> <li>• First Jamba Juice made \$160.</li> </ul> <p><u>Expenses</u></p> <ul style="list-style-type: none"> <li>• \$1191 printing costs. Susan suggested putting printing costs under specific committees.</li> <li>• Watch D.O.G.S. event \$312</li> <li>• Water cooler</li> </ul>	<p>Susan Fraioli, Treasurer</p>
<p>10 minutes</p>	<p><b>Board Procedures</b>          Verifying PTO Board procedures regarding serving and filling vacancies.</p> <p>Kelley proposed setting procedures/deadlines for sending emails, sending print shop requests, submitting event checklists, etc. Christian Becker will create this.</p> <p>Document will be presented at Community Meeting (General PTO meeting) and voted on by all in attendance.</p>	<p>Kelley Brunner, Principal</p>
<p>5 minutes</p>	<p><b>Taste of Kyrene</b>          Taste of Kyrene is a district-wide fundraiser that occurs February 24, 2017 for this academic year. Janice is going to talk with Marni Bealer about Colina involvement in Taste of Kyrene.</p>	<p>Christian Becker, President</p>
<p>5 minutes</p>	<p><b>Jamba Juice</b>          Manager could not come on scheduled date of 9/14. PTO proposed changing to 9/28. Conflict w Watch D.O.G.S FDN on 9/28. Manager has not gotten back to Janice. Manager also states he can't do more than one a month.</p>	<p>Christian Becker, President</p>

	<p>Decision made to cancel September Jamba Juice and attempt to schedule two in an upcoming month.</p> <p>Email will be sent to families to inform of change.</p>	
15 minutes	<p><b>Volunteer Drive</b>  Roll out of Volunteer Drive Program is scheduled for 9/20 at General Community Meeting (General PTO Meeting).</p> <p>Document has been streamlined into an FAQ flyer.</p> <p>It would be great to have Volunteer Drive fully up and running prior to Book Fair, to help fill those volunteer slots.</p> <p>It was suggested that next year, concentrate efforts on filling volunteer hours for a specific event.</p> <p>Kelley is verifying with district office to determine if we can mention businesses for supporting school and limitations (Can name be posted on banner in library? On habitat fencing?)</p> <p>Laura Wintemute is creating volunteer hour record sheets.</p> <p>VISION  First Volunteer Hours drawing at a January FDN. This would be “smaller” prizes (Movie ticket package, etc.). Potentially increases attendance at FDN, in addition to increasing volunteers.</p>	Gina Bolenbaugh, Advisory
5 minutes	<p><b>Wrestling Fundraiser</b>  Jay Garland is a Colina parent and professional wrestler. He has offered a professional wrestling fund raiser. (Lucha Libre, masks, etc.)</p> <p>The company sets up and tears down.</p> <p>Kyrene Middle School is already hosting an event (“Chaos at Kyrene”). They are charging \$5/person Kids two and under are free. (Schools that charge \$7/person, get \$5/person)</p> <p>PTO is considering this event.</p>	Gina Bolenbaugh, Advisory
5 minutes	<p><b>Fry’s Rewards</b>  PTO is calling to determine whether or not we now have over 43 families.</p> <p><b>TEACHERS – Please sign up and put in your newsletters.</b></p>	Gina Bolenbaugh, Advisory

15 minutes	<p><b>Read-A-Thon</b>  Hoping to use Reading Wall form for Read-A-Thon, so parents don't have to complete/sign two separate forms.</p>	Janet Schwertley, Vice President
10 minutes	<p><b>Community Meeting</b>  Review budget, upcoming events, Kelley presents school information (for this meeting, Kelley will be presenting the 90 Day Plan), volunteering opportunities.</p> <p>Kelley needs approximately ten minutes to talk about 90 Day Plan.</p>	Christian Becker, President
	<p><b>Zoyo, Macayo's</b>  Macayo's is disappointed that we are not doing a FDN with them this year. They have supported Colina with great discounts for Teacher Appreciation luncheon.</p> <p>Janice is going to talk to them.</p>	
	Paul placed hooks near marquee for event banners to be posted at street level.	