

## CMS PTO Meeting Minutes

January 2, 2018

In attendance: Kelly Wing, Melissa West, Melissa Maheu, Liana Pennington, Katie Brissette, Nicole Fox, Aimee Valeras, Caitlin Sackman, Jessica Pollack, Amy Blanchard, Kris Gallo, Lisa Still, Jessica Wade, Katie Murphy, Sarah Hartmann, Amy Malone, Joe Short, Jason Simard, Maria Petagna, Jeff Evans, Amelia Brock, Chris Aslin, Jessica Forrest

### I. Call to Order

- Meeting called to order at 6:02
- Minutes not approved from December (need to add \$ raised for movie night)
- Motion to approve Jessica Pollack as drawer on PTO bank account made by Kelly Wing and seconded by Hannah Murray
- Motion to approve Caitlin Sackman as drawer on PTO bank account made by Hannah Murray and seconded by Kelly Wing

### II. Treasurer's Report – Hannah Murray

- Movie night made \$337.75, only \$12.25 less than our anticipated \$350, and attendance was higher in 2017 than 2016. We ran out of pizza and popcorn.
- Popcorn raised \$198 last month
- No major expenditures for December

### III. Newsletter – Kelly Wing

- Newsletter was not sent out in December due to missing information
- Caitlin is waiting for volunteer and treasurer's recap to send out a January newsletter
  - ACTION ITEM: Aimee has written a blurb soliciting donations (unused holiday gifts and gift cards) for our online auction to include in the newsletter

### IV. Fundraising Report – Jessica Pollack

- Winter box tops sent home this week
- GoFundMe site for the Bucholtz family posted to PTO Facebook page; CMS PTO cannot fundraise specifically for the Bucholtz family but can spread the word about their GoFundMe page
- Discussion about whether to hold the Yankee Candle fundraiser or a possible Mother's Day flower/plant sale fundraiser
  - ACTION ITEM: Shelve the Yankee Candle fundraiser for now. Discuss Mother's Day flower/plant sale at upcoming meeting.

### V. Volunteer Report – Melissa West

- Need to speak to coordinators of upcoming events to get volunteer sign-ups going earlier rather than later

### VI. Spaghetti Dinner – Kelly Wing

- Matt Pennington and Sarah Schmidt are the coordinators
- Date of Thursday, March 15th decided with two seating times for dinner
  - ACTION ITEM: Alert coordinators to confirmed date
- Discussion of whether to have the family dance after the spaghetti dinner
  - Family dance is a "community event" and might not work in conjunction with the fundraising aspect of the spaghetti dinner—too much in one night
  - On the other hand, family dance would give kids something to do in the gym instead of waiting around after eating dinner for the raffle
  - Suggestion of having 2 raffles – one for each seating
    - ACTION ITEMS: Determine if dance should be held after the dinner; if not, suggest entertainment ideas to keep kids occupied instead of back behind the stage after dinner

### VII. Online Auction – Kelly Wing

- Online auction will be scheduled for late May or June
- Need to advertise outside the school community this year

- Aimee is going to solicit unwanted holiday gifts/gift cards from parents

VIII. Other events – Kelly Wing

- Book Fair
  - Julie Taylor is organizing the book fair to be held the week before February school vacation; we will determine how people feel about having two book fairs so close together
  - Book fair will be held to coincide with STEAM night
- Tall Granite Big Band Family Dance is scheduled for April 7th
- Block Party date needs to be set—needs to be before Memorial Day