

PTC Meeting Minutes – May 11, 2019

Attendees: Brenda Wedgewood, Jere Gray, Donna Mondor, Tim Stinson & Anastasia Ferguson

Brenda Wedgewood Made a motion to approve April Meeting Minutes, Jere Gray 2<sup>nd</sup> the motion. All were in favor.

Treasurer Report:

Balance as of 5/9/2019 \$14,217.91.

Expenses:

Read a thon \$46.75

Teacher Apprec. (Pens) \$249.55

Craft Fair Fliers \$6.33

Walmart – Restock Closet \$125.48

Amazon – Door Stops (Staff Week) \$36.45

BJ's – Restock Closet \$203.45

Ink \$41.98

Shopping Guide ad for Craft Fair - \$130.00

Box Top Postage \$10.40

Start up Book Fair - \$116.00

Read a thon \$5.47

Cody Classroom – 5<sup>th</sup> Grade F/T -\$1,400.00

Childcare \$15.00

Start up for Craft Fair - \$95.00

Teacher Apprec. (Pen Sleeves) \$16.09

Teacher Appreciation \$52.75

Deposits:

Square 1 Art - \$346.00

Ice Cream for PLA - \$4.50

Table – Craft Fair - \$1,140.00

Book Fair - \$2,834.85

Box Tops - \$230.10

Craft Fair - \$420.35

Fundraisers:

Square 1 Art - \$1,337.25

Craft Fair - \$1,309.92

Craft Fair Report:

Profit \$1,140.00

Food: \$118.50 (This reflects the \$10.00 for chips)

Raffle \$176.60

Donation - \$10.25

Total: \$1,445.35

Expenses: Advertising \$136.33

Total Profit \$1,309.02

In the future should have 3-4 people to help set up, clean up and run the event once it's started. Look at doing again in the fall of 2020 to promote Christmas sales.

Square 1 Art Statement:

Online 74 Orders \$3,261.00

Paper 26 Orders \$790.50

Total 100 Orders \$4,051.50

Net Sales: \$4,051.50

Book Fair – BOGO went well once students understood the concept of the BOGO. Final Sales were \$4,488.64

Munchkins with Mom – Liz Carroll is running this event. First day went well. Day two tomorrow.

Donuts with Dad – Need a new chair as Liz Carroll is not able to run this event. Anastasia will run this event and Donna Mondor and Tim will help with this event. Donuts with Dad will be June 6<sup>th</sup> and 7<sup>th</sup>.

Custodian Appreciation will be on Friday, May 24<sup>th</sup>. Brenda Wedgewood will get the gift cards for the 3 custodians.

Staff Appreciation week – On going and going well. Staff has had breakfast, lunches and snacks throughout the week. Door Stops and Nice Engraved Pens were given out as the staff gifts this year.

Retirement Party for MaryJo – Will be on Tuesday, May 21<sup>st</sup>. Anastasia will run this event with Brenda helping. Cake, cupcakes, cookies and brownies will all be served along with water and punch. PTC will purchase some nice flowers for the event along with some nicer table cloths for this event. PTC will also get a \$200 gift card for Maryjo.

Craft/Vendor Fair – This went well. Some no shows. All vendors seemed to be happy with their sales.

The Sport Hut Spirit Wear – 2-week promotion for the free shipping was until May 6<sup>th</sup>. Waiting on final sales numbers. We will not continue this program next year as it was not a big success.

RSD Graphics Spirit Wear – RSD can run a spirit wear site for us. They recommend doing for a month at a time and only offer 2-4 items with about 2-3 logos to choose from. We will pick short sleeve t-shirts, long sleeve t-shirts and sweatshirts. We will look at doing this in November. All items are ordered and then mass produced and pick up by one person to be distributed to families from school.

Fall Fundraiser – We will do Meadow Farm Fundraising September 23<sup>rd</sup> to Oct 4<sup>th</sup>. All orders submitted to company by Oct 11<sup>th</sup> to ensure delivery prior to Thanksgiving.

Supplies for PTC – The purchase of stapler, step stool was all discussed. Time stated he had a stool we could have and the school will purchase a stapler and staples for us. PTC will also purchase gloves for when we do events with food. No Latex gloves.

Nominations for the 2019/2020 school year for PTC officers was as follows:

President – Anastasia Ferguson, Vice President – Jere Gray, Treasurer – Brenda Wedgewood, Recording Secretary – OPEN, Corresponding Secretary – OPEN, Bulletin Board Coordinator – Jere Gray

Brenda Wedgewood made a motion to accept all these positions with the possibility of Kristen Carll taking the Recording Secretary once she has confirmed she is interested in the position. Jere Gray 2<sup>nd</sup> the motion, all were in favor.

New Business Suggestion – Have David Ferguson (Attorney) help with the tax-exempt paperwork for the state. He does our state filings and would make sure this paperwork is filled out properly.

Calendar of events for next year was approved. It was discussed to publish our calendar with the school and our website along with filing all of our dates in the ML Schedules data base with Central Office for the new Building Use permit request.

Our last meeting of the school year will be June 6<sup>th</sup> at 3:30 pm.