

Bullock Creek/Pine River PTO Meeting Minutes

November 4, 2019

In attendance: Kendra Reinke, Katie Auer, Chelsea Gillean, Vicki Mikusko, Danielle Liphard, Melissa Czolgosz, Sarah Huss, Kelly Cabala, Patrick VanCise, Kayla Wagner, Nicole Wright, Bryan Reder, Traci Wells, Sarah Boothe, Kathy Walters, Anja Skym.

Call to Order 6:30 p.m.

Secretary Report - Kendra Reinke:

Changes: None

Traci -- Motioned Katie -- 2nd -- Approved

Treasury Report Sarah Huss -Treasurer Melissa Czolgosz - Co-treasurer:

Previous/Current Balance: \$21,577.00 as of November 2, 2019.

Changes to balance include:

Pizza kit fundraiser -- Spirit Sticks -- Field Trips -- Bus Driver Appreciation Gifts
Magazines -- Gym Equipment (BCEL) -- Popcorn

Over budget items: Had two items go over budget that need a motion and approval:

1. \$41.00 Bank Charge for processing too many checks over our allowable limit.
2. \$205.00 For Pine River Conference dinner.

Melissa - Motioned Kelly - 2nd Approved

Tax Forms: Working with Steve Koehler at McMahan, Thomson & Associates to complete our Form 990 EZ. This is due Nov. 15th - and has been completed. Sarah is still reviewing.

Financial Audit: Our current bylaws and insurance require an annual audit of financial records - composed of: President, one building Principal and one other member not on the board. Kelly Cabala has volunteered to sit on the Audit committee. - This will be completed in the next two weeks.

Fundraising: Traci Wells - Vice President

Amazon Smile - PTO is signed up through Amazon Smile to receive a small % of sales made if a shopper uses the link assigned to our organization. You need to go to **Smile.Amazon.com** and assign **BC/PR PTO** as your organization!!! (<https://smile.amazon.com/ch/26-1840401>) Let's get the word out!!! IT is EASY and helps us to do more for our students and staff!!!!!!

Carnival / Color the Creek: Continuing to look for donations for the school carnival in order to start raising \$\$ for our Color the Creek event that is being held on May 15th. Looking for businesses once again to donate items/services/goods etc. along with that, we will be asking each classroom for a specific theme donation. Will be sending out more information to classrooms soon.

Spirit Sticks: Friday, November 15th will be our next spirit stick/popcorn sales. A new idea is to try and post a picture of the boards on our website/facebook so kids and parents can preview a day before. We will also be having a parent only spirit stick sale during conferences at BCEL and one on Dec. 10th for Pine River. There will be new and special one time only sticks made available.

**Also will be doing Valentine grams again in February. Will order 300 and will be on a first come/first serve basis.

Box Tops: PTO has volunteered to help count these for BCEL. The current family that has previously completed this in the past has stepped down. Working to help get the word out, especially with digital box tops more of a thing and will be the new direction they go in. PTO is just helping - the schools will still get

all the money from them.

Events: Nicole Wright, Vice-President

Night with a Knight Event: Theme this year is "Hollywood". It will be on Friday, Nov. 8th from 6 p.m.-8 p.m at BCEL. There will be two movies with some snacks available BEFORE the start of the movies. We are asking \$5.00 per person and that will cover their snacks/refreshments and a "swag bag." They can bring pillows, blankets, bean bags - Just NO chairs. There will also be a raffle for 4 goody baskets at the end of the event - participants will receive a ticket upon entry of the event.

Communication Chair - Chelsea Gillean

Spontaneous Teacher/Staff Appreciation Schedule:

We will be doing random teacher/staff appreciation events throughout the year. We are going to do for the following: School Counselor - Feb, Admin. Assistant/Secretary - April, Lunch Hero - May and Teacher Appreciation - May.

Teacher/Staff requests & Other School Communications:

Gaga Ball Pit: The second one at Pine River and the one at BCEL will be installed soon before winter weather hits and the ground freezes.

Other Business/Communications/Misc:

Spirit Wear: Another store is open and will run until Nov. 24th and the items will be in before Christmas - hoping for a Dec. 10th delivery date. The store has hats, fleece, shirts, sweat shirts etc. We have also added some new designs and some of the ones from the previous store.

Bylaws: The changes have been posted for the next 2 weeks for public review: Changes include: Objective, Financial policies, Exe. Board - Added Committee chair positions, Spending policy, Treasure reports, Co- treasure and Volunteer coordinator positions added. Any other changes that you feel need to be made need to be sent to bcprpto@gmail.com. **Full bylaws can be found on the website @ bcprpto.org under the "About Us" tab. Will be voting to approve the changes at the November meeting.

Teacher Representatives: We have a sign-up in the staff workrooms for teachers to sign up and attend our monthly meetings. It is a great way to encourage more participation from staff, and they can bring issues/concerns to the meetings. Please if you haven't signed up for a spot yet please do so. It is a great way for us to work together.

Adjourned: 7:15 Kelly -- Motioned Chelsea -- 2nd Approved

UPCOMING MEETING/EVENT REVIEW:

Spirit Stick / Popcorn - Friday, Nov. 15th

PTO Meeting - Monday, December 2 @ BC Elem. at 6:30 p.m.

Book Fair - BCEL - Dec. 3-6 Pine River - Dec. 10-11

Spirit store - Open Nov. 8th - Closes Nov. 24th Delivery Dec. 10th

2019-2020 PTO Board

President: Bryan Reder **VP of Events:** Nicole Wright **VP of Fundraising:** Traci Wells,

Treasurer: Sarah Huss, **Co-Treasurer:** Melissa Czolgosz

Secretary: Kendra Reinke

Volunteer Coordinator: Katie Auer

CONTACT INFO: *bcprpto@gmail.com* **PTO website:** www.bcprpto.org

PTO Facebook Page: *Bullock Creek/Pine River PTO*