**Barretts Elementary School - PTO Board Meeting**

**September 10, 2019**

1. President’s Update –
   1. should checks have two signatures?
      1. Laura to leave checks open in PTO mailbox for second signature
      2. Over $500 needs double signature
         1. More people on the quickbooks account? More transparency from Laura- to print report monthly for Katie and Kyle
         2. 90% of checks are under $100
         3. At executive meeting a detailed list

1. VP Update –
   1. FB bio every Friday
   2. New Family reception happening this evening
2. Fundraising Update
   1. Keeping progressive dinner (34 people currently)
   2. Michelle- Sign up parties going live (trunk or treat, daddy daughter, teacher party) email
      1. Going live 10am Thursday or Friday
   3. Christmas Holiday Mart Party- Laura to look into
   4. Oct. 9 Culvers
      1. need kid volunteers to serve food
   5. Feb. 12 Fuzzy’s
      1. need kid and parent volunteers
      2. Bring cash for brownies
   6. Checking into Chris’ Pancakes last late start EVER
   7. Venmo? Katie to ask
   8. Bobcat Dash- are we marketing it more? Goal is $20,000
      1. Kelli to send out
      2. Laura making new flyer
      3. Brittney to send out flyer whole school in email with links
      4. Signs for front of school
      5. Kyle Social Media
   9. Overlapping Fundraisers (Kelli) Bobcat dash, change drive for book fair- decided no money fundraisers at this time, PTO to send money her way
      1. Money from restaurant fundraisers to go to backpack program
3. Treasurer Update –
   1. YE Financials Complete
   2. Budget
      1. Put $ in a 1-3year CD to make money for playground- want to keep a $0 budget to stay nonprofit. We always set aside $5,000, don’t want to look like we are a profit organization
      2. Want to know how much we have accrued for playground so far
4. Ways & Means Update –
5. Volunteer Update –
   1. MO Day
   2. Fill open roles/committee heads
6. Room Parent Update –
7. Misc. Items –
   1. Bobcat Dash

PTO General Meeting 9/10/2019- 12 parents in attendance!

Fundraising- Bobcat Dash

Parties with a purpose- update tomorrow on website

Progressive Dinner- we’d like more people to join us! Italian theme

need trivia chair for next year

Volunteer Coordinator’s Report

Sign up for membership toolkit

Book fair- Grand Breakfast

Membership toolkit-add bobcat auction link

Ways and Means

Letter going out this week for Teacher Grant

Barretts Blast

Give every kid 5 tickets

Bring in petting zoo

Inflatables for free

Katie Mulchek- raffle part of trivia night to Barretts blast

Kyle- like FB page, Friday newsletters,

Parent said no robo calls (for progressive dinner)