<div align="center">

Robert Crown PTO Meeting Minutes
September 18, 2017
Robert Crown Conference Room

</div>

In Attendance: Katie Kittleson, Jessica Schachelmayer, Jen Jandula, Rose Ready, Kristen Schubert-Farrell

1. Call to Order and Establish Quorum
   a. 12:36 pm
2. Treasurer's Report
   a. Continue to be in process of transition between prior and current Treasurer, detailed report will be presented at the upcoming PTO meeting in October
   b. Current balance for the year is approximately $12,000
3. Recap of August and September Events
   a. Membership
      i. Membership collection period is complete
      ii. Thank you to Becky Sears for entering the forms
      iii. Approximately 230 families participated
   b. Yearbook
      i. In process of counting and submitting orders
   c. Room Parent
      i. Head Room Parent meeting was held September 13th
      ii. All classrooms have been accounted for with a Head Room Parent
   d. Sign Up Genius
      i. Thank you to Kris Farrell who entered approximately 100 people into the Sign Up Genius account, looking forward to using this for volunteers for future events
   e. Date Night with Dad
      i. Jessica Schachelmayer and Susana Sancen acting as co-chairs.
      ii. This year we will offer a "double" feature
      iii. 240 attending 1st movie "Smurfs," 323 attending 2nd movie "Captain Underpants"
      iv. Prepay event, with wristband tickets being sent home
      v. Food station will be set up in the cafeteria, volunteers to walk around with concessions and glow sticks for purchase.
      vi. Mrs. Diol will attend the event
4. October Events
   a. Pumpkinfest
      i. This is a school sponsored event, the PTO assists
      ii. Being held on 10/14/17
      iii. PTO in charge of cake walk, food, auction
5. Reminders

       a.   Box Top Collection Ongoing, thank you to the Kosiek family for the new collection mailbox in the school foyer.

       b.   Spirit Wear sale is complete, a new sale will take place in January

6. No New Business
7. Close of Meeting at 1:07pm