

## Robert Crown School

### PTO Board Meeting Minutes

November 23rd, 2020 7:00PM

#### **BOARD MEMBERS IN ATTENDANCE**

Board President Cara Silverman presiding. Board members Marie Meyer, Maria Pridacha-Martinez

#### **COMMITTEE CHAIRS IN ATTENDANCE**

Cara Mohr, Cynthia Heinrichs

#### **GUEST ROLL CALL**

N/A

#### **STAFF ROLL CALL**

Mrs. Diol

#### **CALL TO ORDER**

Board President Cara Silverman called the meeting to order at 7:08 p.m.

#### **APPROVAL OF MINUTES**

Approval of October 26th, 2020 board meeting minutes. **Motion to approve made by Marie Meyer, seconded by Cynthia Heinrichs. Motion carries.**

#### **PRESIDENT'S REPORT**

1. Teachers' favorite forms have been sent home to all families.
2. Book Fair sales online totaled \$1138.88, and in person sales totaled \$607.80 ... total sales equal to \$1746.86. All sales will go towards Scholastic dollars.
  - a. We plan to take change war cash to even out.
3. Candy buy back check should be mailed out soon.
  - a. Robert Crown turned in 463lb and we won!

#### **FINANCIALS & TREASURER REPORT**

Treasurer Stephanie Knapik(absent):

1. Current Balance \$ 58,971.13
2. We need to pay Scholastic \$311.
3. Village Hall has not deposited the \$420 rental check yet.

## **APPROVAL OF EXPENDITURES**

N/A

## **STAFF LIAISON REPORTS**

Nothing to report.

## **COMMITTEE REPORTS**

1. Birthday Books
  - a. Chair Rose Ready(absent):
  - b. Bin is full right now!
2. Bingo Night
  - a. Chair Tanya Vogel(absent):
  - b. Not happening in January.
3. Bon Voyage
  - a. Chair OPEN:
  - b. No news to report.
4. Book Fair
  - a. Meghan Reimers(absent) and Christi Hebel(absent):
  - b. March 15th-19th 2021 Spring Book Fair
  - c. Fall Fair - October 25th - 29th but looking to move it.
5. Box Tops
  - a. Chair OPEN:
  - b. No news to report.
6. Bulletin Boards
  - a. Chair Melissa Kiekow(absent):
  - b. No news to report.
7. Date Night with Dad
  - a. Chair Maria Martinez and Lisa Wilk(absent):
  - b. We will push the Date Night In to January once all of our fundraisers slow down.
  - c. Meeting shortly to iron out details again.
8. Date Night with Mom
  - a. Chair Maria Martinez and Lisa Wilk(absent):
  - b. No news to report
9. District and Community Relations
  - a. Chair Maria Martinez:
  - b. No news to report.
10. Facebook Communications
  - a. Chair Marie Meyer:
  - b. No news to report.
11. Family Book Fair Night
  - a. Chair Christi Hebel(absent):
  - b. No news to report.
12. Family Literacy Night
  - a. Chair Christi Hebe(absent):
  - b. No news to report.
13. Fundraiser Coordinator-Partnership
  - a. Open Position
14. Fundraiser Coordinator-Catalog

- a. Chair Tanya Vogel:
  - b. Next fundraiser in February
  - c. Possibly add a hot cocoa bomb fundraiser before the holidays.
  - d. Maria will contact Uniquely Sweet if they would be willing to do a fundraiser.
15. Holiday Shop
  - a. Chair Cara Mohr and Danielle Rose:
  - b. Sign up dates are filling up!
  - c. Cara checked the storage locker and we had a lot of gift bags from last year.
  - d. Volunteers look great, and can use a few more people to clean up.
16. Kindergarten Step Up
  - a. Chair OPEN:
  - b. No news to report
17. Landscaping
  - a. Chair Cara Silverman:
  - b. No news to report
18. Market Day
  - a. Chair Cynthia Henrichs:
  - b. No news to report.
19. PTO Membership-District and Data Entry
  - a. Chair Becky Sears(absent):
  - b. No news to report.
20. Newsletter
  - a. Chair Marie Meyer:
  - b. No news to report
21. Nomination Coordinator
  - a. Chair OPEN:
  - b. No news to report
22. PBIS
  - a. Chair Nicole Hill(absent):
  - b. No news to report.
23. Popsicle Sales
  - a. Chair Sara Alberchinski(absent) and Katie Lauer(absent):
  - b. No news to report
24. Popcorn Sales
  - a. Chairs Kimia Walton(absent) and Helen Heifers(absent):
  - b. No news to report
25. Pumpkin Fest
  - a. Chair Amy Schneider(absent) and Megan Jansen(absent):
  - b. No news to report.
26. Restaurant Benefit Nights
  - a. Chair Cynthia Henrichs:
  - b. Slyce has not gotten back with the total yet.
  - c. JJ Twigs is set for next month.
27. Room Parents
  - a. Chair Cristi Barry(absent) and Stephanie Knapik(absent):
  - b. Possibly add monthly mini parties at the end of the days on Wednesday.
  - c. Possibly have a google meet training to help parents out.
  - d. A form has been made to have parents sign up to be room parents.
  - e. Mrs. Diol mentioned Lisa Wilm would be a great person to go to for help as well.
28. Spirit Wear

- a. Chair Tara Simonelli(absent) and Christi Hebel(absent):
  - b. Have not heard back yet, orders are in production.
29. Staff Appreciation Monthly/TAW
- a. Chair Brooke Held(absent):
  - b. Teachers were surprised with the Bundt Cakes and they loved them.
30. Track-a-Thon
- a. Chair Cara Silverman and Christi Hebel(absent):
  - b. No news to report
31. Teacher Toy Store
- a. Chair Marie Meyer:
  - b. No news to report.
32. Volunteer Coordinator/Sign-up Genius
- a. Chair Christi Hebel(absent):
  - b. No news to report.
33. Website Coordinator
- a. Chair Marie Meyer:
  - b. No news to report
34. Yearbook
- a. Chair Maria Martinez:
  - b. Send an email to Mrs.Diol for an idea of a zoom picture to use for class photo.
  - c. Collecting photos currently!

## **NEW BUSINESS**

Board President reported:

- 1. Open Chair Positions
  - a. Box Tops
  - b. Kindergarten Step Up
  - c. Co Chair Staff Appreciation
  - d. Bon Voyage

## **ADJOURNMENT**

**Board president Cara Silverman entertained a motion to adjourn. Motion made by Cara Mohr, seconded Marie Meyer. Motion carries. Meeting adjourned at 8:47 p.m.**

Minutes submitted by: Maria Pridacha-Martinez