

**Robert Crown School**  
**PTO Board Meeting Minutes**  
**May 24th, 2021 7:00PM**

**BOARD MEMBERS IN ATTENDANCE**

Board President Cara Silverman presiding. Board members Marie Meyer, Maria Pridacha-Martinez, Stephanie Knapik, Cynthia Heinrichs.

**COMMITTEE CHAIRS IN ATTENDANCE**

Lisa Wilk, Danielle Rose, Helen Helfers

**GUEST ROLL CALL**

N/A

**STAFF ROLL CALL**

N/A

**CALL TO ORDER**

Board President Cara Silverman called the meeting to order at 7:02 p.m.

**APPROVAL OF MINUTES**

Approval of November 23rd, 2020 board meeting minutes. **Motion to approve made by Lisa Wilk, seconded by Cynthia Heinrichs. Motion carries.**

**PRESIDENT'S REPORT**

1. Welcome Cynthia Heinrichs as co VP and Stephanie as continuing Treasurer.
2. Floral sale profited \$480 in sales
  - a. Possibly offer less options next year.
3. Yearbooks are reopened for the last time till May 28th.
4. 5th Grade Bon Voyage party has been cancelled
  - a. The 21st 5th graders were spoiled with an ice cream truck which cost \$442.
  - b. \$775 was spent on shirts
  - c. \$1217 total spent.
5. School supplies kids on sale till June 13th but late orders will be allowed.
  - a. Shipped directly to you.

**FINANCIALS & TREASURER REPORT**

Treasurer Stephanie Knapik:

1. Current Balance \$ 59,509.29
2. Bathrooms have not been paid for by us yet.
  - a. Mrs. Diol thinks the district did pay for it.
3. Market Day check \$63.89
4. Panhandlers \$100

### **APPROVAL OF EXPENDITURES**

1. Library would like to get two new bookshelves and they only have \$798 left in the budget. PTO can purchase a shelf at 999.99 plus shipping. **Motion to approve made by Marie Meyer, seconded by Cynthia Heinrichs. Motion carries.**
2. Approval for landscaping to not go over \$700 for next year. **Motion to approve made by Stephanie Knapik, seconded by Marie Meyer. Motion carries.**

### **STAFF LIAISON REPORTS**

Nothing to report.

### **COMMITTEE REPORTS**

1. Birthday Books
  - a. Chair Rose Ready(absent):
  - b. Rose has sorted birthday books and they have enough to get started in August.
2. Bingo Night
  - a. Chair Tanya Vogel(absent):
  - b. No news to report.
3. Bon Voyage
  - a. Chair OPEN:
  - b. No news to report.
4. Book Fair
  - a. Meghan Reimers(absent) and Christi Hebel(absent):
  - b. Meghan is aging out so Christi Hebel will be the main chair.
  - c. Fall book fair will possibly be moved to November due to Christi's schedule.
5. Box Tops
  - a. Chair OPEN:
  - b. School received \$80.50.
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:
  - b. No news to report.
8. Date Night with Mom
  - a. Chair Maria Martinez and Lisa Wilk:
  - 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. Chair OPEN
  - b. No news to report.
14. Fundraiser Coordinator-Catalog
  - a. Chair Tanya Vogel(absent):
  - b. No news to report.
15. Holiday Shop
  - a. Chair Cara Mohr and Danielle Rose(absent):
  - b. No news to report.
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. May 12th El Norteno and will be 10% profit.
    - i. Only two families mentioned El Norteno.
  - c. No more for this year.

27. Room Parents
  - a. Chair Cristi Barry(absent) and Stephanie Knapik:
  - b. No news to report.
28. Spirit Wear
  - a. Chair Tara Simonelli(absent) and Christi Hebel(absent):
  - b. No news to report.
29. Staff Appreciation Monthly/TAW
  - a. Chair Brooke Held(absent):
  - b. Staff loved everything!
  - c. Carrie Temkin will be her co chair next year.
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. 376 orders as of today since we reopened orders for the final time.
  - c. Orders will close May 28th.

## **NEW BUSINESS**

Board President reported:

1. Open Chair Positions
  - a. Box Tops

## **ADJOURNMENT**

**Board president Cara Silverman entertained a motion to adjourn. Motion made by Marie Meyer, seconded by Cynthia Heinrichs. Motion carries. Meeting adjourned at 7:26 p.m.**

Minutes submitted by: Maria Pridacha-Martinez