

## Robert Crown School

### PTO Board Meeting Minutes

May 24th, 2022 5:30PM

#### BOARD MEMBERS IN ATTENDANCE

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

#### COMMITTEE CHAIRS IN ATTENDANCE

Cara Mohr, Christi Hebel, Brooke Held, Danielle Rose, Lisa Wilk, Megan Jansen, Amy Schneider, Shannon Male, Lori Davidson, Carrie Temkin

#### GUEST ROLL CALL

#### STAFF ROLL CALL

#### CALL TO ORDER

Board President Cara Silverman called the meeting to order at 6:15 p.m.

#### APPROVAL OF MINUTES

Approval of April 26th, 2022 board meeting minutes. **Motion to approve made by Cynthia Heinrichs, seconded by Lisa Wilk. Motion carries.**

#### PRESIDENT'S REPORT

1. Flower sales profited \$780
2. Skate night profited \$1,346
3. School Supply kits on sale through June 12th.
  - a. Shipped directly to you for \$9 and third grade was updated.
4. Spirit wear email is going out tomorrow with a new company.
  - a. Two links - 1 general and 1 Wauconda Bulldogs.
5. District meeting has brought up that RC does the Yearbook and is the only school.
  - a. School will take yearbook over as of next year

#### FINANCIALS & TREASURER REPORT

Treasurer Stephanie Knapik:

1. Current Balance \$36,228.70

2. \$247 April popsicle sales.
3. Profited \$100 from Flavor It.
4. Under budget for 5th grade event.
  - a. Budget was \$1400 and we received about \$900.

## **APPROVAL OF EXPENDITURES**

1. Approval for \$700 for landscaping to not exceed. **Motion to approve made by Lisa Wilk, seconded by Cara Mohr. Motion carries.**

## **STAFF LIAISON REPORTS**

Nothing to report.

## **COMMITTEE REPORTS**

1. Birthday Books
  - a. Chair Tanya Vogel(absent) & Ginny Sobeiski(absent):
  - b. Tanya was there in May and everything went great.
2. Bingo Night
  - a. Chair Tanya Vogel(absent) & Ginny Sobeiski(absent):
  - b. No news to report.
3. Bon Voyage
  - a. Chair Maria Martinez & Stephanie Knapik:
  - b. No news to report.
4. Book Fair
  - a. Christi Hebel & Shannon Male:
  - b. September 19th- 23rd.
5. Box Tops
  - a. Chair Marie Meyer:
  - b. No news to report.
6. Bulletin Boards
  - a. Chair OPEN:
  - 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. Family Date night combined.
9. District and Community Relations
  - a. Chair Maria Martinez:
  - b. Conlon and Thompson sent a check for \$200.
10. Facebook Communications
  - a. Chair Marie Meyer:
  - b. No news to report.
11. Family Book Fair Night
  - a. Chair Christi Hebel:
  - b. No news to report.
12. Family Literacy Night
  - a. Chair Christi Hebel:

- b. No news to report.
- 13. Fundraising:
  - a. Chair Cara Silverman:
  - b. Flower sales will be ending tomorrow.
- 14. Holiday Shop
  - a. Chair Cara Mohr and Danielle Rose:
  - b. No news to report
- 15. Kindergarten Step Up
  - a. Chair Maria Martinez and Marie Meyer:
  - b. Was a success.
- 16. Landscaping
  - a. Chair Cara Silverman:
  - b. No news to report
- 17. Market Day
  - a. Chair Cynthia Henrichs:
  - b. Received 89.97 via PayPal.
- 18. Newsletter
  - a. Chair Marie Meyer:
  - b. No news to report
- 19. Nomination Coordinator
  - a. Chair OPEN:
  - b. No news to report
- 20. PBIS
  - a. Chair Marie Meyer & Cara Silverman:
  - b. Opening position.
- 21. Popsicle Sales
  - a. Chair Sara Alberchinski and Katie Lauer(absent) and Helen Helfers(absent) and Lori Davidson(absent):
  - b. No numbers to provide as far as sales for this year.
- 22. Pumpkin Fest
  - a. Chair Amy Schneider and Megan Jansen:
  - b. No news to report.
- 23. Restaurant Benefit Nights
  - a. Chair Cynthia Henrichs:
  - b. Buona Beef fundraiser was May 11th.
    - i. Donated a GC for \$100 for their mistake.
  - c. Bulldog Grill was \$100.
  - d. Fratellos was \$70.
- 24. Room Parents
  - a. Chair Cristi Barry(absent) and Stephanie Knapik:
  - b. No news to report
- 25. Spirit Wear
  - a. Chair Cara Silverman:
  - b. Report was given in the President's report.
- 26. Staff Appreciation Monthly/TAW
  - a. Chair Brooke Held & Carrie Temkin:
  - b. Final
- 27. Track-a-Thon
  - a. Chair Cara Silverman and Christi Hebel:
  - b. No news to report

28. Teacher Toy Store
  - a. Chair Marie Meyer:
  - b. No news to report.
29. Volunteer Coordinator/Sign-up Genius
  - a. Chair Christi Hebel:
  - b. No news to report.
30. Website Coordinator
  - a. Chair Marie Meyer:
  - b. No news to report.
31. Yearbook
  - a. Chair Maria Martinez:
  - b. Have decided to include Family Date night, 5th Grade Bon Voyage and TAW in the yearbook.
  - c. Yearbooks will be delivered for next year.

## **NEW BUSINESS**

Board President reported:

1. Open Chair Positions
  - a. N/A

## **ADJOURNMENT**

**Board president Cara Silverman entertained a motion to adjourn. Motion made by Lisa Wilk seconded by Cynthia Heinrichs. Motion carries. Meeting adjourned at 6:34 p.m.**

Minutes submitted by: Maria Pridacha-Martinez