

## **Robert Crown School**

### **PTO Board Meeting Minutes**

**November 13th, 2023 7:00PM**

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

Board President Stephanie Knapik presiding. Board members Marie Meyer, Maria Pridacha-Martinez, and Shannon Male in attendance.

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

Christi Hebel

#### **GUEST ROLL CALL**

Rachel Morales, Emily Early

#### **STAFF ROLL CALL**

Stephanie Meyer

#### **CALL TO ORDER**

Board President Stephanie Knapik called the meeting to order at 7:04pm

#### **APPROVAL OF MINUTES**

Approval of September 19th, 2023 board meeting minutes. **Motion to approve made by Marie Meyer, seconded by Christi Hebel. Motion carries.**

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

1. Shout out to Amy and Megan for another great Pumpkin Fest.
2. Mums brought in \$1,506.37.
3. Silent auction profit was 1,157.12.
4. Popsicle sales are this Friday
5. Suggestion to try a Friday for Pumpkin Fest
6. We need holiday bags!
7. Box for holiday bags is in the front of the school.
8. Skate night was great and we will have numbers next month

## FINANCIALS & TREASURER REPORT

1. Treasurer Shannon Male:
  - a. \$33,783.06 currently in the bank.

## APPROVAL OF EXPENDITURES

\$395.10 on lunch carts. **Motion to approve made by Marie Meyer, seconded by Christi Hebel. Motion carries.**

\$2765.00 Countryside for mums. **Motion to approve made by Rachel Morales, seconded by Christi Hebel. Motion carries.**

\$1004.85 for Fall conference dinner. **Motion to approve made by Rachel Morales, seconded by Christi Hebel Motion carries.**

## STAFF LIAISON REPORTS

N/A

## COMMITTEE REPORTS

1. Apex
  - a. Chair Stephanie Meyer:
  - b. April 25th
  - c. Possibly have 4 tracks this year.
2. Bingo Night
  - a. Chair Genevive Mercurio(absent):
  - b. No News to report.
3. Birthday Books
  - a. Chair Genevive Mercurio(absent):
  - b. New cart is here!
4. Box Tops
  - a. Chair Marie Meyer:
  - b. No News to report.
5. Book Fair
  - a. Chair Christi Hebel and Shannon Male:
  - b. Spring book fair March 4th-8th with a candy land theme.
  - c. Literacy night will be March 7th between 5-7pm.
  - d. 2023 has been the best year between last year's spring book fair and this year's fall book fair.
  - e. Fall book fair we collect scholastic dollars which is 50% profit and in spring we take cash at 25%.
  - f. Earned \$9,331.76, current balance is \$12,498.66.
6. Family Book Fair Night/Family Literacy Night
  - a. Chair Emily Grimm(absent):
  - b. Going forward, need to make sure food and drink does not come into the library.
  - c. Profit \$497 with the raffle baskets.
  - d. Kiki's cotton candy came but we did not take a percent.
7. Fundraising
  - a. Chair Tanya Vogel(absent):

- b. No news to report.
- 8. Date Night with Dad
  - a. Chair Tanya Vogel(absent):
  - b. No news to report.
- 9. Date Night with Mom
  - a. Chair Tanya Vogel(absent):
  - b. No news to report.
- 10. District and Community Relations
  - a. Chair Maria Martinez:
  - b. 224lb total were dropped off!
- 11. Holiday Shop
  - a. Chair Danielle Rose(absent) & Jenna Cataldi(absent):
  - b. No news to report.
- 12. Kindergarten step up
  - a. Chair OPEN:
  - b. No News to report.
- 13. Landscaping
  - a. Chair Stephanie Knapik:
  - b. No news to report.
- 14. Market Day
  - a. Chair Cynthia Henrichs(absent):
  - b. Ongoing fundraising to get back 10%.
- 15. Popsicle Sales
  - a. Chair Laura Ensign(absent):
  - b. Popsicle sales this week.
- 16. Pumpkin Fest
  - a. Chair Amy Schneider(absent) and Megan Jansen(absent):
  - b. Was amazing!
- 17. Restaurant Benefit Nights
  - a. Chair Cynthia Henrichs(absent):
  - b. No news to report.
- 18. Room Parents
  - a. Chair Cristi Barry(absent) and Stephanie Knapik:
  - b. Parties are scheduled for December 20th.
  - c. Parents were sent a link to upload photos
  - d. Will sign in ahead again.
- 19. Spirit Wear
  - a. Lindsay Miller(absent):
  - b. \$373.93 fall spirit wear
- 20. Staff Appreciation Monthly/TAW
  - a. Chair Genevive Mercurio(absent) and Tanya Vogel(absent):
  - b. Fall theme was just done with carmel apples and pie
- 21. Teacher Toy Store
  - a. Chair Marie Meyer:
  - b. No News to report.
- 22. Volunteer Coordinator/Sign Up Genius
  - a. Chair Christi Hebel:
  - b. No News to report.
- 23. Bon Voyage
  - a. Chair Marie Meyer and Maria Pridacha-Martinez:

- b. No News to report.

## **NEW BUSINESS**

- a. Quote for covering the whole first floor of the school windows is coming.

## **ADJOURNMENT**

**Board president Stephanie Knapik entertained a motion to adjourn. Motion made by Shannon Male seconded Christi Hebel. Motion carries. Meeting adjourned at 8:06 p.m.**

Minutes submitted by: Maria Pridacha-Martinez